

# 18<sup>TH</sup> Edmonton Scout Group Executive Meeting

## Monday 20<sup>th</sup> September 2010 at 8.00p.m.

Present:	Dave Edwards (DE) Paul Symons (PS) Richard Clark (RC) Ian Kirby (IK) Jo Allen (JA) Sue Bateman (SB) Anna Gill (AG) David Jackson (DJ) Cheryl Keen (CK) Heather McIsaac-Hall (HMH)	Chair GSL Secretary Quartermaster
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0.	<b>Welcome</b> AG and DJ were welcomed to the Group Executive and introductions were made.	
1.	<b>Apologies for Absence</b> Apologies were received from Mary Bird (MB), Mandy Flunder (MF), Nicola Headland (NH), Chris Pocock (CP), Sally Symons (SS) and Jane Topping (JT).	
2.	<b>Minutes of the Last Meeting</b> The minutes of the meeting held on 7 <sup>th</sup> June 2010 were agreed and signed by the Chairman as being a correct record.	
3.	<b>Matters Arising</b>	
3.1	Re the Church Fire Risk Assessment, action is still with PS to investigate whether the Fire Brigade would carry out a Risk Assessment for the Group free of charge, in which case this could possibly be worked into the programme for a Friday night. (DE and PS have previously agreed to put together the Group's own Fire Risk Assessment in the event of the Fire Brigade being unable to assist or the cost of the Fire Brigade's assistance proving prohibitive.)  A new Minister, Rev. Bill Tardy, has been appointed.  Re the Small Bus Permit, a new disk has been purchased and is on display. The missing seat belt stalk on the minibus has been replaced, and a spare also purchased.  PS has spent money on new equipment as agreed at the previous meeting.  PS ascertained that the last 100 Club draw in June made a £75 profit (39 numbers @ £5 each less £120 prize money) and it was therefore agreed to continue with this scheme.  £1000 has been gratefully received from the Church towards the cost of the new store hut.	PS / DE
3.2	The Group provided a donation of £50 for Ron Bird's funeral.	

3.3	<p>It was agreed that the new store hut should be dedicated to the memory of Ron Bird. Approval was granted for PS to purchase a plaque of approximate A6 size (PS to ask engraver for advice re exact size) to be placed by the entrance. Suggested possible wording is: “This hut is dedicated to the memory of Ron Bird 1934 – 2010”.</p> <p>PS stated that the new hut required a coat of preservative within 6 months of its end-July erection date and proposed that the other hut should also receive the same treatment. It was agreed that this work should take place at 1000 on Saturday 2<sup>nd</sup> October, weather permitting, and PS will send an email asking for volunteers.</p>	PS
3.4	With NH absent, it was decided to defer discussion re CAF Bank until the next meeting.	
3.5	With NH absent, it was decided to defer discussion re PayPal until the next meeting.	
4.	<p><b>Health &amp; Safety</b> There have been no serious incidents since the last meeting.</p>	
5.	<p><b>Resources</b></p> <p>5.1 Re transport, DE reported that there had been problems with the minibus following Summer camp, resulting in it requiring a new exhaust box and 2 new front tyres. A glow plug problem had been repaired on the van, however the problem had recurred recently, and DE was hoping to receive a new unit tomorrow. DE estimated total cost of repairs to be in the region of £300 - £350.</p> <p>It was noted that the third phase of the Major’s Low Emission Zone policy is due to come into force in 2012. Should charities not be exempted and should no relatively cheap conversion options become available, then it is unlikely that either of the current vehicles will remain viable.</p> <p>5.2 Expenditure of approximately £200 was approved for PS to purchase large dixies, a third tarp, LED lighting and colanders.</p> <p>5.3 Re leaders, PS reported that the Beaver Section now had a problem. Despina’s college course is resuming in October, and will be on Friday nights for the next 2 years, and the nature of JT’s work can lead to her being unavailable on occasions. PS warned that the Group needs to find more people prepared to help with Beavers on a regular basis, otherwise it may be necessary to start cancelling Beaver meetings. PS reminded the Group Exec that it was part of their role to find new Leaders for the Group.</p> <p>PS added that Simon Fouracre was about to go into uniform in Cubs as ACSL, and that Sarah Bragg had become a Young Leader.</p> <p>5.4 The report that PS had issued prior to the meeting concerning the Group web site was discussed. There was unanimous agreement that the Group should retain its web site, as this is considered an essential source of information for all involved with the Group. It was agreed to trial the One.com Web hosting service as this was free for a year (normal cost £0.90 per month), with just a one-off transfer fee of £9 to move the web name across. This service will then be reviewed in 12 months’ time after the free period of use has</p>	PS

	<p>expired. (It was noted that there was no reference to mailing lists, although this may come under the “unlimited e-mail accounts” item, and PS will check this out.)</p> <p>It was agreed that PS should be reimbursed the cost of approximately £6.50 for purchasing the <a href="http://www.18thEdmonton.net">www.18thEdmonton.net</a> web address.</p>	
6.	<b>Policies</b>	
6.1	The Awards Policy was reviewed and approved without any changes being required. Next review date will be September 2012.	PS
6.2	<p>The Health and Safety Policy was reviewed, and the following changes agreed:</p> <ul style="list-style-type: none"> <li>• Within the Policy, the Policy will be titled the “Health and Safety Policy” (as opposed to the current “Safety Policy” wording), and this change will also be applied to the footer and elsewhere throughout the Policy as appropriate;</li> <li>• In the paragraph beginning “It is the responsibility of all persons to ensure that:”, a third bullet point should be added stating “they bring to the attention of a responsible person any Health and Safety issues noted” (or words to the same effect).</li> </ul> <p>Next review date will be September 2012.</p>	PS
7.	<b>Events Review</b>	
7.1	<p><i>Church Parade Treat</i></p> <p>The Church Parade Treat did not happen in July, due to lack of interest. Another attempt will be made to run this in October – if there are still insufficient numbers, it will be cancelled, and the Group will look to do something else next year.</p>	
8.	<b>Events Planning</b>	
8.1	<p><i>Anniversary Service (Sunday 7<sup>th</sup> November)</i></p> <p>Minister will be Rev. Tim Swindell, and SS and PS are talking to him re the Service. PS has asked leaders for input for trophy winners. Dedication of the new Scout Flag will take place during this Service. Colin Bateman has been asked to take a Group photo of all children and leaders afterwards. IK volunteered to assist with refreshments.</p>	
8.2	<p><i>Lord Mayor’s Show (Saturday 13<sup>th</sup> November)</i></p> <p>PS stated that this would follow the usual format of train, watch parade in Cheapside, activity, fireworks. 2 of the Group’s Scouts will be playing in the band. A river trip had been suggested as a possible activity, however there was general agreement that this was quite expensive and may well put people off attending. PS suggested the City of London Museum as a free alternative, and JA commented that she could personally recommend this option.</p>	
8.3	<p><i>Remembrance Day (Sunday 14<sup>th</sup> November)</i></p> <p>PS has been told that the Edmonton morning parade may not happen and will keep everyone informed. PS told the meeting that there would not be enough room for all children to attend the Enfield parade in the afternoon.</p>	PS
8.4	<p><i>Panto (Friday 3<sup>rd</sup> December)</i></p> <p>Show is Cinderella and 2 members of the Group are in the cast. PS has rung the box office and asked for the whole of the balcony.</p>	

8.5	<i>District Fireworks (Saturday 6<sup>th</sup> November)</i> PS is leading a team of stewards again, and looking for people to help between approximately 1700 and 2100. RC volunteered to assist.	
9.	<b>Any Other Business</b> There was no other business raised.	
10.	<b>Date of Next Meeting</b> Monday 8 <sup>th</sup> November 2010 at 8.00pm in the Garden Room.	

# Executive Committee Information Sheet

## 20<sup>th</sup> September 2010

### Actions taken on committee's behalf since last meeting:

By GSL	Minibus permit acquired.
By Chair	
By Others	GSL, CSL, ACSL, Chair and Secretary attended the funeral of Ron Bird.

### Health and Safety:

Reportable Incidents	None
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### From the Leaders:

	Beavers	Cubs	Scouts
Numbers in section	17	18	22
Number on link to next section	2	0	0
Other information from GSL	Simon Fouracre is to become an ACSL		

### From Treasurer:

	Investments	Current	Petty Cash
Balance on accounts	£5686.22	£3309.28	£12.64
Income since last meeting	£8.62	£646.35	£0
	Beavers	Cubs	Scouts
Section Balances	£337.66	£457.32	£555.02
Other information from Treasurer	<p>Letter sent to Enfield council confirming charity status of group to get business rate relief 9/9/10.</p> <p>Hut insurance, helpers insurance, minibus service and tax disc and insurance due Sept/Oct 2010.</p> <p>Beavers and Scouts sections are not filling in claims forms.</p>		

### Resources Reports:

Transport	<p>Minibus missing seat belt stalk has been replaced also one spare is stock. Minibus has a new exhaust and two new tyres.</p> <p>Van has had a glow plug problem repaired.</p>
Equipment	Equipment requested at last meeting has now been purchased.