

Minutes of the Executive Committee Meeting

Held on 12 May 2015 at the 5th Dartford Scout Hall

Present:

Neil Young (Chair)	Lynn Missions
Paul Boreham	Gary Missions
Jason O'Brien	Sean Hodder
Paul Jarrett	Phil Wells
Lesley Bauckham	Pauline Butler
Wendy Hurd	Maggie Lilleycrop
Del Hurd	Karen Hannah
Tim Roscoe	Darren Watts
Jim Lilleycrop	Darren Enever

1 Apologies for absence

Apologies for absence were received from Lyn Medcalf, Dave Monteith, Phil Hannah, Tracy Gardner and John McLoughlin.

2 Minutes of the last meeting

The minutes of the last Executive Committee meeting, held on 4 March 2015, were approved.¹

3 Income and Expenditure

Reports in respect of income, expenditure and the New Hall Fund, prepared by John Chuter, were circulated at the meeting. Neil invited those present to email him with any comments or questions they may have for John.

4 Sections, Activities and Camps Review

4.1 Section Reports

- *Peacock Beavers* – 18 members, 5 up to Cubs, 2 Bronze Awards, Hobbycraft visit pending, no problems.
- *Philpott Beavers* – 24 members, everything fine, 26 members and families joined in the JOTT.
- *Edwards Beavers* – no report.

¹ The actions from the last meeting were (intentionally) not reviewed and will be carried over to the next meeting.

- *Leigh Pack* – no report.
- *Collins Pack* – 20 members, not many activities planned at the moment, DartJam, more leader help required.
- *Phillips Pack* – no report.
- *Burne Troop* – 16 members, lost quite a few to Explorers, not received as many as anticipated. No District activities but a few coming up – Johnson Trophy, Big Camp Out and football. Recent activities included cooking and making jets and rockets.
- *Earley Troop* – 30 members, 2 leaders, 2 Explorers helping out, 5-6 joining over the next few months (some may join Burne Troop instead). Taking part in the same activities as Burne Troop.
- *Johnston Explorers* – 26 members, 3 teams in the Edinburgh Chase, Duke of Edinburgh Award, everyone getting on alright, all seem to be enjoying it, need more leaders.

4.2 Activities

- The climbing assessments are still going through; District will be assessing Paul and Jason at The Barn on 21 May (in time for DartJam), more dates have been promised.
- County is to implement archery permits before the end of this year. There are no plans currently to introduce permits for target shooting.
- Archery – the Wednesday group bought 2 sets of arrows and at Archery Camp Paul bought 2 field targets. Lots of minor repairs and maintenance needed – a budget of £60 was agreed to cover such costs. **Action:** Lynn.
- Target shooting – no issues.
- Neil thanked Lynn and Gary for their ongoing support of the archery and target shooting, especially recent archery repairs/provisions.

4.3 Camps

- Archery Camp – 3 Cubs, 3 Scouts and 3 Explorers and various leaders attended. This was the first time Cubs had taken part – very well behaved and enjoyed themselves very much. The weather was kind, good activities (including high ropes and potholing).
- No Easter Camp this year because of District Jamboree.
- Climbing Badge Day held on 25 April – 15 Scouts obtained their climbing badge.
- DartJam, 22 to 25 May - 55 young members and 14 leaders attending, everything prepared, parents' meeting has taken place and all payments are in. 23 Beavers staying for the whole weekend (but unfortunately none of them are from 5th Dartford).
- Air Camp, Old Hay Airfield, 13 to 14 June - 5th Dartford are providing archery and target shooting, currently short of instructors for these activities so volunteers welcome.

- Duke of Edinburgh weekend of 26-28 June (to complete Bronze Award).
- Gilwell 11 to 12 July.
- Dartford Festival 18 to 19 July.
- Summer Camp at Ferny Croft 25 July to 1 August, 3 mini-buses, campsite and activities all booked.
- Family Camp, May 2016, Thriftwood booked, different field (large grass area so everyone can be together), taken over a hut (electricity, fridge, gas cooker) will but still take the marquee as well.
- Centenary Summer Camp 2017 – booked Les Maingys Campsite in Guernsey (first week of the school holiday).

5 AGM Dates and Annual Review Dates

All the account books are now in but John has not yet passed them to Bev. Neil said he was confident the review would be completed in time for the AGM, even if it had to be unaudited.

6 AGM Planning

- Paul and Neil are sending invitations to the Scouting/non-Scouting dignitaries respectively.
- Keith and Julie will be selling burgers.
- Debbie Prescott will be helping Tina with cakes.
- John Butler will be helping with refreshments.
- Wendy will organise some arts and crafts for the younger children.
- Karen will give a brief presentation on fundraising.
- Some Edwards Beavers' parents are hosting a tombola.
- A couple of young leaders will be needed to help with the fitting of helmets and harnesses.
- We are still qualified for ice climbing until September – this will be provided on request only.
- Aerial runway - Phil, Jack and Tom Hannah.
- Target shooting - Dave, John, Delia and some Explorers.
- Archery - Maggie, Tracy and Jim.
- Kay will be available to assist with climbing if required.
- Tim kindly offered to look at the faulty PA system (it was agreed that, if Tim is unable to fix it himself, up to £100 should be spent either on having it repaired or replaced). **Action:** Tim.
- As usual, a leaders' get-together will take place afterwards, it was agreed that up to £150 should be spent on alcohol.

- Timings: 11am activities, 12 midday AGM, 2.30 finish.
- Suggestions for possible parent representatives welcomed, especially from the younger sections. Neil is preparing a flyer which section leaders can hand out to parents (and which Jason will post on the website) which will include a call to action for Parent Representatives. **Action:** Neil/section leaders/Jason.
- Lesley to compile the AGM report (section leaders to email their reports to Lesley as soon as possible please). **Action:** Lesley/section leaders.
- The staircase is looking fantastic and is so much safer. A plaque is to be erected on the staircase thanking AKT Contracts for their generous donation and Adam has been invited to the AGM again this year. A cupboard door is to be added and painted. It was agreed that the railings should be treated red, at an estimated cost of £250. Gates have been purchased for security at a cost of £3,500 – thanks to Jeremy Kite/Dartford Borough Council for covering this expense on our behalf (note to John/Bev: this will show as £2,800 without VAT). Also, thanks to Karen for making this possible. Some work required on the decking. Del will show Karen what is required. **Action:** Del.
- Working party/pre-AGM tidy up 31 May (9am to 12 midday).

7 AOB

- Paul mentioned that, sadly, Vicky will be stepping down as section leader shortly. He is liaising with District about a possible replacement.
- Paul apologised for cancelling the recent leaders/all hands' meeting due to work commitments.
- Compass – it is anticipated that Compass may be back on-line, with limited access, in the autumn. In the meantime a couple of people are helping out without CRB checks having taken place, however they are supervised at all times and the relevant leaders have been consulted. It was suggested that Paul should put in writing (to District) the group's concern about the situation. **Action:** Paul. Years service awards and wood badges are now being processed manually so the backlog should start being cleared now.
- It was agreed that the Centenary Dinner should take place on 10 December 2016 at Hesketh Park Pavilion. The Pavilion costs £300 to hire and they require a (refundable) deposit of £250. **Action:** Lyn to arrange deposit.
- Architect plans update – Neil has received a quote from one firm, Playle & Partners, which Darren commented looked (from his experience) “realistic”. Neil has met with and is also waiting for a fee proposal from the architects who were involved in the construction of Hesketh Park Pavilion – they have a “great relationship” with Dartford Borough Council, specialise in sports facilities (which could help us in our Sport England application), have some original and innovative ideas and are very interested in working with us. Neil reiterated that Tim's drawings have been very helpful in visualising what we are trying to achieve. He also reminded everyone that the Exec Committee has previously approved that up to £5000 from the New Hall Fund should be spent on this initial phase and drawings.

- Dartford Festival Youth Zone – it was agreed that, on the proviso that Dartford District are happy to share the cost 50/50 and no other climbing walls are accepted, we will hire a 6 metre climbing wall (at a cost of £500 including the use of an attendant). This would be a good recruitment and fundraising opportunity, handing out leaflets publicising the various Dartford District Scout groups. **Action:** Paul said he would suggest this to District.
- Family Fun Day, 20 June, Glentworth Club – 5th Dartford have been invited to sell burgers at this event (we will be the only food outlet and will be able to keep all profits made). It was agreed that we should take advantage of this fundraising opportunity. **Action:** Paul to request volunteers.
- At Pauline’s suggestion it was agreed that a new hose could be purchased (approximate cost £20). **Action:** John Butler to organise.
- Centenary scarves – Michael’s Bridal Fabrics are able to provide the fabric and Paul is confirming with them the sizes and quantities required. A friend of Pauline’s is able to make the scarves. It is anticipated that both will involve a cost to the group. **Action:** Paul and Pauline.
- Party Tent - It was agreed that Gary and Tim should purchase a new, 8x4 metre, party tent at a cost of approximately £500. The roof of the existing party tent will be thrown away and the metal scrapped, but the walls will be kept for using with the “easy up”. **Action:** Gary and Tim.
- Stores – It was noted that children should be supervised when putting equipment away, as Stores is getting very untidy again. It was agreed that one evening during the summer there should be a social evening mixed with a clear out: empty out Stores in its entirety, sort out what’s needed and only return to Stores what people wish to keep. Everything else will be put in a skip. Representation from all sections will be needed. Tim to suggest some dates by email, preferably during the school summer holiday when there are no section nights. **Action:** Tim.
- Sainsbury’s Active Kids Vouchers – the promotion has now finished so please could everyone bring their vouchers down to the hall by 1 June. So far this year we have collected approximately 7,000 vouchers.

8 Date for the next Executive Committee

The next meeting will be the AGM on 7 June.

Appendix 1 Diary Dates

Climbing assessments (Paul and Jason) – 21 May

DartJam – 22 to 25 May

Working party/pre-AGM tidy up - 31 May

Deadline for Sainsbury's Active Kids Vouchers to be brought down the hall – 1 June

AGM - 7 June

Air Camp – 13 to 14 June

Family Fun Day(Glenthworth Club fundraiser) – 20 June

Duke of Edinburgh – 26 to 28 June

Gilwell – 11 to 12 July

Dartford Festival – 18 to 19 July

Summer Camp - 25 July to 1 August

Appendix 2 Summary of Actions

All section leaders to email their section reports to Lesley.

All section leaders to hand out AGM flyer to parents (when ready).

Del to show Karen what work is required on the decking on the climbing wall.

Gary and Tim to purchase a new party tent.

Jason to add AGM flyer to website (once ready).

John Butler to purchase a new hose.

Karen to remind everyone about the Family Fun Day at the Glentworth Club nearer the time.

Lesley to compile the AGM report.

Lynn to arrange repairs of archery equipment.

Lyn to arrange the deposit for the Centenary Dinner at Hesketh Park Pavilion.

Neil to prepare the AGM flyer.

Paul to put his concern about the lack of CRB checks in writing to District.

Paul to speak to District about co-funding a climbing wall at the Dartford Festival.

Paul to speak to Michael's Bridal Fabrics about the centenary scarves.

Pauline to speak to her friend about making the centenary scarves.

Tim to suggest some dates for the group social aimed at tidying up Stores.

Tim to try and fix faulty PA system.