

**Minutes of the Executive Committee Meeting
held on 6 April 2011 at 8 pm
at the 5th Dartford Scout Hall**

Present

Neil Young (Chair)	Nigel Hughes
Paul Boreham	Del Hurd
Lyn Medcalf	Michelle Watts
Karen Hannah	John Chuter
Wendy Hurd	Jason O'Brien
Dan Lilleycrop	John Butler
Stuart Watts	Neil Halsey
Vicky Bonner	Tim Roscoe
Tracy Gardner	Lesley Bauckham

1 Apologies for Absence

Apologies for absence were received from John McLoughlin, Maggie Lilleycrop, Gary Missions and Lynn Missions.

2 Minutes from the Previous Meeting

The minutes of the Executive Committee meeting held on 1 February 2011 were approved (as amended).

3 Action Points from the previous Executive Committee Meeting

- **Van terms of use** - carried over to the next meeting (as Gary was absent);
- **SheltaBox** - a cheque for just over £700 plus a covering letter has been sent off;
- **Tow bar** – being fitted the weekend of 9/10 April;
- **Driveway** – Eddy Lampkin is going to talk to Jeremy Kite about the possibility of the Council's contractors undertaking this work;
- **Property title** – lawyers have been instructed to handle the registration of the property title;
- **Anniversary dinner** – carried over to the next meeting (**Action:** Neil and Lyn to progress);
- **Subs in December** – John Chuter has drafted a letter for parents explaining why subs need to be paid irrespective of Meeting attendance.

4 Individual Section Updates

5th Dartford is proposing to open a third scout troop ("Medcalf") within the next year. Paul has contacted District and approval is being sought from the District Executive Committee.

It is planned that the new section will be run by Dan Lilleycrop and Stuart Watts, and a replacement leader will be found for the Explorers (Dan and Stu believe that the Explorers will respond better to an older, more experienced, leader). In the meantime, Dan and Stu are undertaking the necessary training in readiness for their new roles.

Section	Numbers	Highlights	Issues
Johnston Explorers		5-a-side football	Attendance ¹
Earley Scouts	27 (2-3 being asked to leave for non-attendance)	2 Gold awards 5-a-side football (won plate) Climbing / high ropes	No issues
Burne Scouts	17	Johnson Trophy Cross country 5-a-side football Climbing / high ropes	Attendance (with the exception of camps, when boys are “there like a shot”)
Leigh Cubs	Carried over to next meeting (as John was absent)		
Collins Cubs	33	14 attended St. George's Parade 11 took part in cross country 5 Bronze awards Visit from Lifeboat Association	Issue with numbers ²
Phillips Cubs	13 (4 girls) – steadily growing through word of mouth	13 attended St. George's Parade	One cub cannot afford to attend camp ³
Peacock Beavers	Carried over to next meeting (as Maggie was absent)		

¹ Poor attendance is a common problem among Explorer packs - some members are working, while others lack motivation. **Action:** Paul said he would take this issue forward.

² **Action:** Lyn and Paul will work with Michelle to try and improve the situation (including looking at the possibility of transferring some boys – with their consent – to another night). In the meantime, John Butler kindly offered his assistance.

³ Lyn and Paul reassured Tracy that something can be organised for the parents concerned. **Action:** Lyn and Paul will take this forward with Tracy directly.

Section	Numbers	Highlights	Issues
Philpott Beavers	24	12 attended St. George's Parade Cross country 5 Bronze awards Visit from Lifeboat Association	None
Edwards Beavers	20 (6 girls) - steadily growing through word of mouth	13 attended St. George's Parade Cross country 2 members awarded badges already	None

5 Bank Accounts

- Neil circulated a summary of recent income and expenditure which John Chuter had kindly produced.
- **Action:** Lyn offered to chase Bev regarding the bank accounts/cheque books for the new sections (John mentioned that, for the time being, the new sections will receive their budget in cash).
- It was noted that, as the Group is still struggling to find a stand-alone deposit account, it may be worth opening a current account (with a nominal account) with Lloyds in order to access a savings account. If agreed, Karen will be able to arrange this on behalf of the group.
- The issue of pre-paid/debit cards was carried over to the next meeting.
Action: Karen to investigate and advise.

6 Annual Section Accounts Closure

John circulated the account books for completion.

Action: Wendy kindly offered to talk Vicky and Tracy through the correct procedure.

Timetable:

- 28 April (latest) - books to be returned to John
- 21 May (latest) – books to be passed to Bev
- 8 June (latest) – Bev to return books
- 19 June - AGM

7 Bills Review

Council rates have not increased this year (as usual, Paul will apply for a 100% discount).

It was noted that it may be worth considering a combined gas and electricity supplier.

Action: Neil Halsey kindly offered to look into this (John Chuter will arrange for Neil to be given copies of the current bills).

8 Camps

8.1 Easter Camp (22 – 24 April)

Jason reported that about 25 people are going on this, including 5 explorers. It will be a “back to basics” camp. A cycling proficiency session is arranged for the weekend of 9/10 April.

8.2 Family Camp (27 – 30 May)

Tim reported that:

- 150 people will be attending this year’s Family Camp (no more bookings can be accepted – sorry).
- He has managed to secure bookings for all the preferred activities (and at the times requested), although this was based on 100 people attending, so he is trying to book some more activities (and, in particular, organise something for younger children).
- Activities include rafting, climbing, archery, shooting and swimming (the group has kept costs down by providing its own equipment and instructors).
- There are still some outstanding deposits (mostly from leaders!).
- Barbeques are available on a ‘first come, first served’ basis (the group also has the option of taking more cooking equipment than last year as the tow bar will be fitted). Fortunately, there are very few special dietary requirements this year.
- Details will be finalised at the next Leaders’ Meeting, planned for 10 May.
- The campsite is in the woods and the nearest toilets are 5 minutes’ walk away, so some portaloos have been ordered (at a cost of £75 each for the whole weekend) for ‘emergencies’.
- The parents’ meeting still needs to be arranged.
- The majority of people attending are still CRB checked from last year, Paul has been processing any new applications.

8.3 Cub Camp (24 – 26 June)

Lyn mentioned that she was arranging the nights’ away form.

8.4 Summer Camp (23 – 31 July)

Paul reported that Dalesbridge (in North Yorkshire) has been chosen as the location for this year’s Summer Camp. The campsite has been booked, as well as the minibuses. Paul

is currently looking into activities and also Internet shopping deliveries. Details will be circulated shortly.

It was noted that, since next year's Summer Camp coincides with the Olympics, it may be worth moving Summer Camp to June (during the Queen's Diamond Jubilee). **Action:** Paul said he would raise this for discussion at the next Leaders' meeting.

8.5 Winter Skiing Camp

Paul reported that the proposed winter skiing camp would not go ahead due to a lack of interest.

9 Activities Generally

9.1 Stores and camping equipment

Vicky mentioned that the group had been offered some tables.

Action: Lyn and Paul offered to look into what craft materials were needed by the new sections and to obtain the money from District (under its start-up scheme).

Action: Stu offered to dispose of any equipment in stores that is no longer working.

9.2 Archery

This was carried over to the next meeting (as Lynn was absent)

9.3 Climbing and abseiling

Nigel mentioned that:

- (i) County are very keen to hold climbing events at 5th Dartford and he's receiving a lot of enquiries from them; and
- (ii) he is looking into the possibility of adding a chimney to the climbing wall (and will let the Executive Committee have an estimate of cost in due course).

9.4 Shooting

Jason mentioned that a District target shooting activity day has been provisionally arranged for 24 September [to coincide with the District Scout Leaders' meeting to be held in the Scout Hall]. This would be a good opportunity to fundraise for the new hall (with scouts being charged £5 each) plus, being only a month before Bisley, 5th Dartford could also make the most of the additional practice session.

Action: It was noted that a similar event could be arranged for parents, and Jason kindly offered to take this suggestion forward.

9.5 Climbing badge day (Wilmington Scouts and Cubs)

Paul reported that the Wilmington scouts and cubs thoroughly enjoyed their visit to 5th Dartford recently and were keen to make a return visit.

Paul subsequently proposed a climbing badge day and the Wilmington leaders are confident that at least 30 children will be interested in taking part. Charging £10 per head (County charge £20), this again could prove a useful fundraising opportunity. **Action:** Paul kindly offered to take this suggestion forward.

9.6 Sailing

Cambrian Sea Scouts are hosting a sailing day in Greenhithe on 2 July (this is in exchange for the activity day 5th Dartford hosted for Cambrian Sea Scouts in February).

10 AGM Planning

- **Action:** Neil will invite the 'dignitaries' / non-scouting people (e.g. the Mayor, Jeremy Kite, Gareth Johnson, the Teenage Cancer Trust, the Methodist Minister and local 'celebrities' or firms who may be interested in getting involved with 777).
- **Action:** Paul will invite District, ex 5th Dartford members, GSLs from District and the Guides.
- Karen and Phil Hannah have kindly volunteered to cook the burgers this year (in Julie and Keith's absence).
- **Action:** Paul offered to coordinate the leaders/activities.
- It was agreed that the Executive Committee needed to be more proactive in involving parent representatives in the non-scouting activities of the group and, to this end, it is hoped that John, Neil and Bret will continue as parent representatives for another year.
- Again this year, there will be a social after the AGM for the leaders, helpers and members of the Executive Committee (and their families).

11 777 Fundraising

- Several fundraising meetings have taken place since the one in the hall.
- The Virgin Money giving site has been set up, but is not yet operational.
- Leaders should start arranging sessions with their sections to find out what they would like their new hall to be like, and get the parents involved as many are keen to learn more about 777.
- It was noted that both Family Camp and the AGM were ideal opportunities to publicise 777 and encourage parents and the local community to get involved.
- £10,000 has been pledged from Jeremy Kite (from the Youth Fund). **Action:** Lyn will take this forward with Angela Rainey as Angela is required to administer this on the group's behalf and knows how to access the funds (the group can apply for another grant in May 2011). **Action:** Neil offered to write a letter of thanks to Jeremy Kite.
- It was noted that the Council have been very supportive and hopefully this will continue despite the budget cuts.
- District, Country and National HQ have all been approached but, while wishing us every success, they have their own priorities.
- Chief Scout Bear Grylls has written to 5th Dartford wishing us well and asking to be kept informed of developments (unfortunately he is not allowed to support any one scout group). Jason will mention Bear Grylls' letter on the website.

- The thermometer needs to be painted on the garage door. It may also be worth having a banner over the gates publicising 777 and the Virgin money giving website.
- There is approximately £30,000 in the new hall fund already (from fundraising events, e.g. Keith's London Marathon run, and donations specifically earmarked for the new hall). This amount can go on the thermometer as soon as it's set up.
- Alex is looking for someone to be a patron. Given that both Alex and Malcolm are serving members of the Armed Forces, there are security issues which will need to be borne in mind, especially when something is written on the website. Alex and Malcolm's superiors and colleagues are keen to support them in their fundraising efforts as much as possible.
- Grants are being sought from the Lottery, the Sports Fund and Comic Relief. Lyn and Karen will check the eligibility criteria carefully before completing each application form.
- Jack [Envers], who's very keen on graphic design, will be invited to design the 777 poster and tee shirt.
- Buy-a-brick (or sponsor-a-brick) scheme – Tim mentioned it would be good if the bricks could be visible, as a feature, once the hall was built (this could be incorporated into the design of the hall). It was felt that this would be particularly popular with old members of 5th Dartford, as well as local companies. Bricks could be purchased via the website.
- One of the key things now is raising money - each section will be organising its own fundraising activities and parents should be invited to get involved whenever possible. It may be worth having monthly prizes for the sections which bring in the most sponsorship. It will also be important to keep the local papers updated of events.
- Fundraising events in the pipeline include:
 - bag-packing at Marks & Spencer Bluewater;
 - selling strawberries and cream at the AGM and the Dartford Carnival (the cubs and scouts will go fruit-picking in readiness for these events!); and
 - a race night (**Action:** Paul will ask Maggie to choose a suitable Saturday night).
- John Butler said that his wife, Pauline, had suggested 5th Dartford build a pioneering course for this year's West Hill Summer Fair. This would be a good opportunity to raise some funds and, at the same time, publicise 777 (especially given that Alex and Malcolm are both ex pupils). **Action:** Paul offered to write a letter to West Hill School asking for permission to do this.
- **Action:** Karen will circulate suggested dates for the next fundraising meeting shortly.

12 Any other business

12.1 Problem solving / team building event

Stu and Dan are keen to make some problem-solving/team building games/tasks [for the explorers] and will prepare an estimate of costs in readiness for the next Executive Committee meeting. Neil said he was sure this would be well received by the Executive Committee and that he looked forward to seeing the proposals.

12.2 Scout Leaders – Membership of Executive Committee

Paul mentioned that, under new Scout Association rules, leaders are no longer required to be members of the Executive Committee. If any leader wishes to nominate someone to attend Executive Committee meetings on their behalf, please let Paul know.

12.3 Working Party

Action: Tracy said she would check the status of the working party list with Neil Gardner.

13 Date of next meeting

The next Executive Committee meeting will be the AGM on Sunday 19 June.