

Minutes of the Executive Committee Meeting

Held on 28 February 2012 at 8pm

At the 5th Dartford Scout Hall

Present

Neil Young (Chair)	Maggie Lilleycrop
Sean Hodder	Wendy Hurd
Darren Watts	Dave Monteith
John MccLoughlin	Lesley Bauckham
Karen Hannah	Lyn Medcalf
Paul Boreham	Jason O'Brien
Del Hurd	John Chuter

1 Apologies for absence

Apologies for absence were received from Bret Funnell, Tracy Gardner, David Strachan and Nigel Hughes.

2 Minutes of the previous meeting

Wendy mentioned that her section report was missing from the minutes of the last meeting. Minutes were approved with the comment noted.

3 Action points from the previous meeting

- *Pre-paid/debit cards* - Lloyds do not offer pre-paid debit cards. As it has been on numerous agenda, without resolution, this item has now been removed from future agendas.
- *Utility bill review* – going forward, utility bills should be passed to John Chuter (the Group is moving towards direct debits as a general principle).
- *Van terms of use* – outstanding for three meetings, so removed from future agendas.
- *Equipment wish lists* – **Action:** Karen to liaise with Nigel, Stu, Lynn and Gary.
- *Proposed Competition to raise Drawings/plans for a new hall* - competition for junior and trainee architects, 'technical' artist's impression needed to help with fundraising. Letters will be sent to the Kent School of Architects, local architects (aimed at junior members of staff), the Royal Engineers and civil engineering companies and a Saturday open morning will be arranged for applicants.

Actions:

Karen will try and find specific funding for the prize money.

Jack Enever will be asked if he would like to design the promotional materials.

Dave will chair the focus group (Karen, Neil, Lyn and Darren).

4 Recent income/expenditure

Details of recent income and expenditure were circulated by Maggie and John respectively.

Over £900 was spent on van repairs in the last year. The Executive Committee agreed that keeping the van was the most cost-effective way forward for the Group. The Group should try to loan out the van to other groups more frequently, in order to cover costs and keep the engine running. **Action:** John will keep monitoring the cost of the van.

5 Year end accounts

John Chuter issuing books third week in March, expecting them back by the end of April. John will pass them to Bev by the third week of May.

6 AGM planning

The Executive Committee felt strongly that, despite last year's incident, the AGM "have a go day" should continue as usual.

Sunday 17 June (working party on Sunday 10 June to ensure everything is clean and tidy).

Good practice run for catering opportunities (e.g. consider selling curry, chilli or wraps as well as the usual burgers etc.)

Neil took the opportunity to apologise to Sean Hodder for the recent breakdown in communication re. catering for Fireworks Night.

Aerial runway down the driveway - Executive Committee happy to approve £750 for the aerial runway (although money already given by the Council and ring-fenced).

Any suggestions for 'fundraising games' (e.g. treasure map, bottle of whiskey) welcome.

Leaders' social afterwards as usual.

7 Camps

Easter Camp (Darren organising Scouts' Easter camp (in order to validate his camp permit). Explorers welcome. To be held at Thriftwood, near Brentwood. Good Friday to Easter Sunday. Activities to include canoeing and fishing (for angler's badge). "Nice and woody" so possible Easter egg hunt! Provisional booking made at campsite, looking at costings at the moment. As much as possible, food will be cooked on log fires.

7th National Scout Archery Competition (the "archery equivalent of Bisley"). Open to Scouts and Explorers, 12 – 13 May at Phasels Wood, Herts.

Jamboree Camp, open to Cubs, Scouts and Explorers (Paul will check that all relevant sections have circulated details). Hoping that 40 – 50 people will attend altogether.

Weekend Camp, Gravelines, 10 – 14 August, awaiting confirmation of details.

Family Camp, August Bank Holiday, possibly instead of Gravelines.

Bisley is scheduled to take place again this year.

Tentage – The purchase of 6 new patrol tents, at a total cost of £450, was approved by the Executive Committee.

Actions:

Paul and Dave will work together to choose the tents.

Karen will try and recover such costs from the Fire Service.

8 Forthcoming events

Quiz night

Craft Fair, Masonic Hall (between 10am and midday)

Power kiting (Scouts and Explorers), Gillingham

Cross country

District cricket in April

District tug of war in May

Edinburgh Chase in May

Visit to Littlebrook Power Station

9 Fundraising update

Thanks to Russ for organising the murder mystery evening, which raised £600 (thanks also to Karen and Maggie for providing the excellent supper). Next murder mystery already written, with a water theme – “canoedunit” !!

Tee shirt money, in respect of 66 tee shirts (£330 plus £85 gift aid), has now been paid in.

Phil Wells (a Leigh Pack parent) and Sean Hodder (from the Executive Committee) have kindly volunteered for the Fundraising Committee (Lyn, Karen and Lesley) and meetings are now held weekly.

Lyn is compiling a list of anyone able to offer practical assistance, fundraising events are being planned and grants are being applied for.

Phil is organising a visit to Dartford Football Club.

Karen is liaising with Jason re. updating the fundraising page on the website.

Bag packing a ‘good earner’ and can help towards camp fees. Will ensure all sections have the opportunity to take part. **Action:** Karen and Lyn will liaise with section leaders re. convenient dates.

Explorers assisting Lyn with application to the KCC Youth Opportunities Fund.

Waitrose appeal – climbing and abseiling equipment for Explorers.

Sing-a-longa Mamma Mia evening, Greek 3 course dinner, each table (say, of 8) takes it in turn to sing!

Neil thanked Karen, Phil, Lesley and Lyn on behalf of the Group.

Actions:

For the sake of transparency, John Chuter will open a dedicated bank account to hold camp fees obtained through fundraising.

It was agreed in principle that if leaders help with fundraising then they should be eligible for help with their camp fees too. To be discussed at the next leaders' meeting.

Sunday 22 July, Olympic Flame, Hall Place – Karen speaking to Bexley Council to see if we can get involved (e.g. catering, parade).

10 Driveway update

Excellent news! Neil announced that Southern Gas Networks, the company responsible for the work on West Hill, has kindly offered to redo the driveway as part of a community support project.

Refreshments would be available for the volunteers.

Actions:

Jason offered to take some 'before and after' photographs and, if possible, arrange some photo opportunities (with the children in their uniforms) for publicity purposes.

Karen offered to contact the local newspapers.

Jason will put a link to the Southern Gas Networks prominently on the website and advertise the event.

Neil will invite the volunteers from Southern Gas Networks (along with their families) to the AGM have a go day.

Neil will discuss drainage with Southern Gas Networks (and Dave will speak to Neil if he thinks of anything else which needs to be raised with them).

11 Any other business

John proposed a new 5th Dartford banner be created – celebrating the Group's 95th anniversary this year, lots going on, good opportunity to 'show ourselves off' to everybody.

Action: Neil happy to investigate this.

It was agreed that, going forward, section budgets would be paid by standing order rather than cheque (**Action:** John Chuter to set up the standing orders). It was noted that there is never an issue with section leaders asking the Executive for anything they particularly want.

David Strachan has resigned as a parent representative (given that his daughter is no longer a member of 5th Dartford).

Maggie thanked everyone for the help and support she has received recently, Neil said (on behalf of the Group) how pleased he was to see Maggie back.

Sainsbury's and Tesco's vouchers welcome please.

Some sections currently have spaces available – worth publicising the Scout Mate Badge in order to recruit some new members.

Action: Maggie kindly offered to make a new box for used postage stamps (which the Group collects for charity).

The new hall account has now been opened. **Actions:** John Chuter is transferring funds as applicable and Paul is sorting out the paperwork to enable donations to the BT/Virgin sites to be paid directly into the new hall account, rather than the Group account.

Darren has taken over the running of Collins Pack and asked who was the best person to speak to about 'financials'. It was suggested that Darren speak to Maggie or Wendy about book-keeping 'best practice' and that John and Ted would be able to assist with the banking side of things.

12 Date of next meeting

The next Executive Committee meeting was scheduled for Wednesday 25 April at 8pm. – THIS HAS NOW BEEN MOVED TO WEDNESDAY, MAY 2nd.