

# 1<sup>ST</sup> NUNEATON (ATTLEBOROUGH SCOUTS)

## GROUP EXECUTIVE MEETING

### PUBLIC MINUTES OF THE MEETING OF THE 9<sup>TH</sup> JANUARY 2019

#### Present:

Kirk Pickstone, Chair

Mick Judd, Group Scout Leader

George Reubens, Assistant GSL

Dennis White, Secretary

Darren O'Toole, Parent Rep

Adam Barrett, Exec Member

Julia Phillips, Exec Member

#### Apologies:

Richard Goode, Treasurer

	Agenda Item and update	Action	By Who?	By when?
	<b>Standing items</b>			
1	<b>Minutes of 12<sup>th</sup> December 2018 meeting.</b>	Approved as correct record	Group Executive Committee	
2	<b>HQ Maintenance Issues.</b> Leak in garage roof. No progress To be done as part of Working Party this weekend  Evacuation Lights not working  Mick Judd reported that Alex Mistry will undertake the role of maintaining the	Mick and George to order new tile and replace.  Andy Cruickshank looking for suitable replacement  Seal Floor	Mick Judd George Reubens  Andy Cruickshank  Alex Mistry	Jan 2019  Ongoing  Done

	<p>floors. Will seal the floors from the 22<sup>nd</sup> December 2018 when the HQ is empty..</p> <p>There is a problem with the kitchen taps. Parent plumber has looked.</p>	Await action		Ongoing
<b>3</b>	<p><b>Health and safety.</b> No current issues.</p>			
<b>4</b>	<p><b>Finance:</b> Dennis White reported that Richard would be unavailable for another 6 weeks at least. He has asked for authorisation to manage no limit telephone banking for him including overseeing the Section Accounts which will be linked to the Group Account.</p> <p>The Committee asked who else can cover this role if Richard is incapacitated. George Reubens thought other names would be included on the account. This needs to be clarified. He would act as cover if necessary.</p> <p>Mick Judd asked how he could pay for the floor polishing whilst Richard is incapacitated.</p> <p>The Committee asked how other payments could be made whilst Richard is not available. Dennis White thought that Richard will still be able to carry out online transactions.</p>	<p>Richard Goode be authorised to represent the Group for no limit telephone banking and also have full access to Section Accounts.</p> <p>Check with Richard to establish what cover there is for his role.</p> <p>Agreed that it could be paid out of T Shirt fund for the time being.</p> <p>Check with Richard about payments process whilst he is incapacitated.</p>	<p>Richard Goode</p> <p>Dennis White</p> <p>Mick Judd</p> <p>Dennis White</p>	<p>Immediately</p> <p>ASAP</p> <p>Ongoing</p> <p>ASAP</p>
<b>5</b>	<p><b>Subscriptions:</b> The Committee asked that Subscriptions be included in Standing Items so they would be aware of progress and problems.</p>			

	Dennis White reported that there were three failures in the January billing and one awaiting one-off-payment.	Retry failed payments and contact one-off payee to establish their intention.	Dennis White	1 <sup>st</sup> Feb 2019
<b>Live Ops</b>				
<b>1</b>	<p><b>Role Cover.</b> The Committee discussed coverage for the main roles in case of sudden interruption as in the case of Richard's illness.</p> <p><u>Chairperson:</u></p> <p><u>Secretary:</u></p> <p><u>Membership Secretary:</u> The issue of membership and subscriptions was discussed. It was thought that the Section Leaders should move towards managing this by Section via OSM but there would need to be a Committee member overseeing it for Group management, GoCardless and legality purposes.</p>	<p>Adam Barrett was agreed as a Vice Chairperson.</p> <p>Julia Phillips agreed to undertake the Secretary role and Dennis White would act as the reserve.</p> <p>Discuss with Section Leaders and report back</p>	<p>Group Committee</p> <p>Group Committee</p> <p>Mick Judd and George Reubens</p>	<p>Done</p> <p>Done</p> <p>13<sup>th</sup> Feb 2019</p>
<b>2</b>	<p><b>Bouldering wall.</b> Just needs garage to be cleared. Item to be removed from Standing Items.</p>	Mick Judd	Mick Judd & Darren O'Toole	Remove
<b>3</b>	<p><b>Website management.</b> Dennis White reported that he had started the process to enable Mick Judd to manage the Website. He will prepare a basic manual from mid February to enable it to be managed by Section Leaders.</p>	Continue training Mick Judd and prepare manual for Leaders.	Dennis White	Ongoing

<b>4</b>	<b>General Data Protection Regulations.</b> Committee members still have not carried out the online training.  George Reubens stated that most of the Leaders had also not done the training.	Send link to Committee members and Section Leaders who have not yet done the online training.	Dennis White/George Reubens	Feb 2019
<b>5</b>	<b>Camp Trailer.</b> No progress. Not required until next spring.	Mick and George to present preferred option .	Mick Judd and George Reubens	Feb 2019
<b>6</b>	<b>Signs</b> Main sign still awaiting delivery	Install.	George Reubens	Feb 2019
<b>7</b>	<b>Working Party</b> Mick Judd reported that he had organised a Working Party for the 12 <sup>th</sup> January at 10am.	Manage Working Party	Mick Judd	12 <sup>th</sup> Jan 2019
<b>8</b>	<b>Mower</b> Mick Judd stated that the mower needs a service.	Needs a service before next spring	Darren O'Toole	Apr 2019
<b>9.</b>	<b>Recruitment</b> Mick Judd reported that there is still a problem with Beaver numbers and waiting list.	Monitor Beaver demand	Mick Judd	Ongoing
<b>10</b>	<b>Social Night Out</b> No progress	Find a venue for New Year social	Mick Judd	Feb 2019
<b>11</b>	<b>County funding of OSM software</b> Dennis White reported that he had signed up to the County proposal but had received a notice from each Section on OSM asking for PayPal arrangements to be removed before it can happen. He had no knowledge of any PayPal arrangements.  George Reubens suggested that OSM be contacted to explain.	Contact OSM regarding PayPal arrangements ..	Dennis White	Feb 2019

12	<b>Census.</b> Dennis White reminded the Committee that the Census will be due on the 31 <sup>st</sup> January. He needed up to date lists of all Leaders and roles, including Young Leaders. He also needs numbers of Gold, Silver and Bronze awards by Section.	Send updated Leaders list to Dennis White  Obtain Gold, Silver and Bronze award numbers per Section and pass to Dennis White.	Mick Judd  Mick Judd	31 <sup>st</sup> Jan 2019  31 <sup>st</sup> Jan 2019
	<b>Date and time of next meeting:</b> <b>13<sup>th</sup> February 2019 at 19:15</b>			

Circulation:

Adam Barrett

John Foster

Richard Goode

Mick Judd

Darren O'Toole

Kirk Pickstone

Julia Phillips

George Reubens

Dennis White

Leaders

Notice Board

# 1<sup>ST</sup> NUNEATON (ATTLEBOROUGH) SCOUTS

## GROUP SCOUT EXECUTIVE MEETING

### AGENDA FOR 13<sup>TH</sup> FEBRUARY 2019 MEETING

	<b>Standing Items</b>	<b>Lead</b>
<b>1</b>	Introductions and apologies	Dennis White
<b>2</b>	Minutes of last meeting	Dennis White
<b>3</b>	HQ Maintenance	Mick Judd/George Reubens
<b>4</b>	Health and Safety	All
<b>5</b>	Finance	Richard Goode
<b>6</b>	Subscriptions	Dennis White
	<b>Live Ops</b>	
<b>1</b>	Role Cover - Membership Secretary	Mick Judd/George Reubens
<b>2</b>	Website Management	Dennis White
<b>3</b>	General Data Protection Regulation	George Reubens/Dennis White
<b>4</b>	Camp Trailer	Mick Judd and George Reubens
<b>5</b>	Signs	George Reubens
<b>6</b>	Working Party	Mick Judd
<b>7</b>	Mower	Darren O'Toole
<b>8</b>	Recruitment	Mick Judd
<b>9</b>	Social Night Out	Mick Judd
<b>10</b>	County funding for OSM	Dennis White
<b>11</b>	Census	Dennis White
<b>12</b>	Any other Business	