

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

## GROUP EXECUTIVE MEETING

### PUBLIC MINUTES OF THE MEETING OF THE 14<sup>TH</sup> NOVEMBER 2018

#### Present:

Mick Judd, Group Scout Leader

George Reubens, Assistant GSL

Dennis White, Secretary

Richard Goode, Treasurer

Darren O'Toole, Parent Rep

John Foster, Exec Member

#### Apologies:

Kirk Pickstone, Chair

	<b>Agenda Item and update</b>	<b>Action</b>	<b>By Who?</b>	<b>By when?</b>
	<b>Standing items</b>			
<b>1.</b>	<b>Minutes of 10<sup>th</sup> October 2018 meeting.</b>	Approved as correct record.	Group Executive Committee	12/11/18
<b>2.</b>	<b>HQ Maintenance Issues.</b> Leak in garage roof. No progress	Mick and George to order new tile and replace.	Mick Judd George Reubens	Dec 2018
	Evacuation Lights not working	Darren to ask Andy Cruickshank to have a look.	Darren O'Toole	Dec 2018
	Lights in Main Hall - Thanks to Darren and Andy for installing them.			Ongoing
	Mick Judd reported that Peter Marsden has finished as Property Manager. He will undertake transfer of responsibilities. One	Mick Judd	Mick Judd	

	<p>member interested in managing this role.</p> <p>Leaders to be asked to ensure rooms left properly after use. Suggested that a tick list be set up for Leaders to sign that they have done this.</p> <p>Thanks to Peter Marsden who has served the Group for 37 years.</p>	Mick Judd	Leaders	Ongoing
<b>3</b>	<p><b>Health and safety.</b> No current issues.</p>			
<b>4.</b>	<p><b>Finance:</b></p> <p>1. Richard explained the new process. He needs nominations for the Section Accounts. Cheque books will still be available. Need to decide signatories. Richard can oversee and monitor all accounts providing stronger security.</p> <p>2. Presented Income &amp; Expenditure Comparison with previous year. Suggested that Archery and Climbing Wall costs should be under Activities. The Gazebo should be under Camp Expenditure.</p>	<p>George Reubens to get Section nominee details to Richard</p> <p>Richard Goode</p>	George Reubens	Jan 2019
	<b>Live Ops</b>			
<b>1</b>	<p><b>Bouldering wall.</b> Now sealed and looking good. Need to clear container and seal floor so it can be installed there.</p>	Mick Judd	Mick Judd & Darren O'Toole	Ongoing
<b>2</b>	<p><b>Website management.</b> Dennis to set up and show Mick Judd how to manage the Website</p>	Dennis to teach Mick Judd	Dennis White	Ongoing
<b>3.</b>	<p><b>General Data Protection Regulations.</b> Some have obtained the certificate. Need to establish who has not and arrange a session at the HQ before January 2019.</p>	Find out who has not obtained certificate	Mick Judd & George Reubens	January 2019
<b>4</b>	<p><b>Camp Trailer.</b> No progress. Not required until next spring.</p>	Mick and George to present preferred option at next meeting.	Mick Judd and George Reubens	January 2019
<b>5</b>	<p><b>White Boards.</b> Two new boards have been ordered. One for the hatch area and one for the</p>	Install new boards	Mick Judd	January 2019

	Explorers location in Main Hall.			
6	<p><b>Signs</b> George Reubens showed format of the main sign. Suggested that pm be added to times.</p>	Order an install.	George Reubens	January 2019
7	<p><b>Enquiry forms</b> Dennis White stated that the request for Full Name and Date of Birth was now included in the Contact process on the Website.</p>	No further action		
8	<p><b>Bonfire Night.</b></p> <p>All the food was sold.</p> <p>Firework display operated safely and was a success</p> <p>Bonfire was well organised.</p> <p>Figures show a potential financial surplus of nearly £400.</p> <p>Thanks to Dave Hincks, Oliver Grimmett, Sophie Ross and Daniel Haynes for operating the fireworks.</p> <p>Thanks to George Reubens and Ben Dickinson for organising and operating the bonfire safely,</p> <p>Thanks to Kirk Pickstone, Adam Barrett, Mark Corbett, Richard Goode and Julie Tarka for managing the Hot Dog stand.</p> <p>Thanks to Teresa Plant, Pat and Julia Phillips for running the Faggot and Peas site.</p> <p>Thanks to Barbara Judd for managing the drinks station.</p> <p>Thanks to Holy Trinity Church for allowing us to use their Car Park for the fireworks.</p>			
9	<p><b>Secretary</b> Dennis White announced that he would not be standing for the Secretary role at the next AGM. There is a need for succession planning particularly with the Membership Subscription and Gift Aid claim process.</p>	Get someone to volunteer for the Secretarial	Group Executive Committee	September 2019.

	It was suggested that parents could be asked if they would wish to assist. The Secretarial function can be separate.	role and maybe another for the Membership management role.		
10	<b>Working Party</b> Need to organise a working party to tidy up HQ and empty out container ready for the Climbing Wall.	Organise a group of volunteers	Mick Judd	Ongoing
11	<b>Dancing School</b> The Dancing School agreed to pay £10 per hour. This now needs to be managed to ensure accurate information about use and proper security procedures are employed.	Establish proper process for use and payments	Mick Judd	Ongoing
12	<b>Mower</b> Mick Judd stated that the mower needs a service.	Needs a service before next spring	Darren O'Toole	April 2019
13	<b>Recruitment</b> Mick Judd explained the large demand for Beaver places and that he is considering setting up a third Beaver Colony for Thursday nights.	Try to obtain potential Beaver Leaders	Mick Judd	Ongoing
14	<b>Christmas Night Out</b> Mick Judd stated that he had been unable to book a suitable venue for a night out. Suggested that we look at a social night in the New Year.		Mick Judd	January 2019
	<b>Date and time of next meeting:</b> <b>9<sup>th</sup> January 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

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## GROUP SCOUT EXECUTIVE MEETING

### AGENDA FOR 14<sup>TH</sup> NOVEMBER 2018 MEETING

	<b>Standing Items</b>	<b>Lead</b>
1	Introductions and apologies	Dennis White
2	Minutes of last meeting	Dennis White
3	HQ Maintenance	Mick Judd
4	Health and Safety	Mick Judd
5	Finance	Richard Goode
	Live Ops	
6	Bouldering Wall	Darren O'Toole
7	Website Management	Dennis White
8	General Data Protection Regulation	Mick Judd
9	Camp Trailer	Mick Judd and George Reubens
10	White Boards	George Reubens
11	Signs	George Reubens
12	Secretary	Committee
13	Recruitment	Mick Judd
10	Social Night Out	Mick Judd
11	Any other Business	