

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

## LEADERS MEETING

### PUBLIC MINUTES OF THE MEETING OF THE 26<sup>TH</sup> NOVEMBER 2018

#### Present:

Mick Judd, Group Scout Leader  
George Reubens, Assistant GSL  
Dennis White, Secretary  
Ella Albrighton  
Darren Flanagan  
Barbara Judd  
Alex Mistry  
Tom Paddock  
Chris Staley  
Dawn Waite

#### Apologies:

Viv Cruickshank  
Anya Reubens  
Julie Tarka

	Agenda Item and update	Action	By Who?	By when?
	<b>Standing items</b>			
1	<b>Minutes of 24<sup>th</sup> September 2018 meeting.</b>	Approved as correct record.	Leaders	24/11/18
	<b>Live Ops</b>			
1	<b>Summer Trip - Disneyland Paris October 2019</b>  Dawn Waite reported that she had obtained details from a few companies but the quote from Schools into Europe Ltd was by far the best. It was £389.99 for a 5 day and 2 night stay with park access. It includes travel by ferry and coach. Staff travel free. She agreed to check another company also.  Leaders agreed that it was most suitable for Cubs and above.	Provisionally book	Dawn Waite	Dec 2018

2	<p><b>Sea Life Centre Sleepover</b></p> <p>Mick Judd stated that it was very successful and thanked George and Anya for organising it. Accommodation was a little tight due to the numbers we took. He also thanked Dawn for driving the Double Decker Bus.</p>			Complete
3	<p><b>Camping and Nights Away Permits</b></p> <p>Mick Judd highlighted that some Leaders still needed to renew their permits. He suggested that Darren should organise a camp at Broadwater for Thursday Cubs and get assessed.</p> <p>He suggested Ella could organise our sub-camp for the District Camp where she can be assessed.</p>	<p>Organise camp at Broadwater</p> <p>Join sub-camp for District camp</p>	<p>Darren Flanagan</p> <p>Ella Albrighton</p>	<p>Spring 2019</p> <p>Spring 2019</p>
4	<p><b>Newsletter January to March 2019</b></p> <p>Mick Judd asked for newsletter articles to be with him by the 21<sup>st</sup> December to allow time for him to look at and then pass to Dennis for publication by the 1<sup>st</sup> January 2019. Also copy Dennis into correspondence with Mick so he can start the layout process.</p> <p>He also needs to send District Diary info to Dennis</p>	<p>Submit articles to Mick Judd</p> <p>Send District dates to Dennis</p>	<p>Leaders</p> <p>Mick Judd</p>	<p>21/12/18</p> <p>21/12/18</p>
5	<p><b>Facebook Access</b></p> <p>Ella Albrighton and Tom Paddock requested access rights to insert articles.</p>	<p>Add Ella and Tom to admin list</p>	<p>Dennis White</p>	<p>December 2018</p>
6	<p><b>Website</b></p> <p>Mick Judd reported that Dennis is standing down as Secretary from next September. We have to start transferring his functions to appropriate personnel. He will start to administer the Website. In the meantime can Leaders send photos with text via email to Dennis to include on the Website.</p>	<p>Send articles for the Website via email to Dennis and include text.</p>	<p>Leaders</p>	<p>Ongoing</p>

<b>7</b>	<b>Bonfire Night</b>  Mick Judd reported that the Bonfire Night event ran well. The Group made nearly £400. All food was sold and the stalls inside also did well. Thanks to all of those who assisted with this event.			
<b>8</b>	<b>Leader Numbers, Training and DBS</b>  Some training is still required for some Leaders  The Group needs more Leader support to operate properly. Many Sections struggle to provide sufficient cover to start their evenings. Leaders were asked to try and obtain assistance from parents.	Ensure required training Discuss with parents	Leaders  Leaders	Ongoing  Ongoing
<b>9</b>	<b>General Data Protection Regulations</b>  It was emphasised that all Leaders and Adult helpers must obtain their on-line GDPR Certificate by the end of the year. Mick Judd suggested that a session be carried out on Section Nights, where possible, to ensure that it is done.  <a href="https://members.scouts.org.uk/training_module/GDPRwithcertificate/#/">https://members.scouts.org.uk/training_module/GDPRwithcertificate/#/</a>	On-line GDPR training and Certificate	Leaders and Adult Helpers	31/12/18
<b>10</b>	<b>Bank Accounts</b>  Mick Judd stated that setting up the Group accounts to include Sections as sub-accounts was progressing. All Sections had sent their details except Friday Cubs. George Reubens was coordinating this process with Richard Goode.  Tom Paddock suggested that Debit Cards should be available as cheques were not now acceptable with many businesses.	All Section Accounts to transfer to new Banking process  Check viability with Richard Goode	Section Leaders  George Reubens	31/12/18  12/01/19
<b>11</b>	<b>Xmas Night Out</b>  Mick Judd stated that he had been unsuccessful in booking a suitable night out before Xmas. He suggested that we have a New Year function instead.	Organise a New Year Social function	Mick Judd	01/01/19

<b>12</b>	<b>Presentation Night</b>  Mick Judd has not progressed this yet. Suggested that March would be a good time to start.	Organise Presentation Night	Mick Judd and Leaders	28/2/19
<b>13</b>	<b>Working Party</b>  Mick Judd reported that Peter Marsden had retired from his role as Maintenance Manager. This means we have to do more to keep the HQ in good order for use by ourselves and external users. Alex Mistry will look after the floors. Will clean between 23 <sup>rd</sup> and 28 <sup>th</sup> December  Mick will be having a Working Party to carry out a general clean up and include the container so that it can be used for the Climbing Wall. He suggested Saturday the 15 <sup>th</sup> January 2019 at 9 am.	Organise Working Party	Mick Judd	15/1/19
<b>14</b>	<b>Rubbish</b>  Mick Judd reminded Leaders that they need to remove their rubbish from the HQ when they leave.	Remove rubbish at the end of a Section Night	Leaders	Ongoing
<b>15</b>	<b>Moving Up and OSM</b>  Mick Judd asked Leaders to share info with new Section and tell Dennis White when members were moving up. Let him carry out the move on OSM. Otherwise gaps appear in the Direct Debit process	Inform Dennis about Section moves	Leaders	Ongoing
<b>16</b>	<b>St Georges Day Parade</b>  Mick Judd reminded Leaders that our Group will be organising the St Georges Day event this year. He suggested that the young people should have a big involvement. Explorers may wish to organise the Service Show.	Organise Service Show	Explorers	March 2019
<b>17</b>	<b>Xmas Closures</b>  Mick Judd asked Leaders to agree their Xmas closure dates by the 12 <sup>th</sup> December and log them on the Notice Board. Also inform Dennis White by email so he can include them on the Website.	Decide Xmas closure dates and place on Notice Board and email Dennis	Leaders	12/12/18

<b>18</b>	<b>Fire Exit Signs</b>  George Reubens informed Leaders that the Fire Exit Signs are faulty. They need to be left on permanently.	Ensure Fire Exit signs are on when leaving HQ	Leaders	Ongoing
<b>19</b>	<b>White Boards</b>  George Reubens reported that 2 new White Boards are arriving and will be placed next to the Serving Hatch and by the Explorers area in the Main Hall.			

### **Next Meeting**

The next meeting will be at 7.15pm on **Monday 28<sup>th</sup> January 2019** at the HQ.

**Circulation:**

Ella Albrighton	Iain Amos	Ella Bucknall	Michael Bucknall
Kerry Buxton	Abbie Clarke	Viv Cruickshank	Ben Dickinson
Louise Douglas	Peter Dutton	Darren Flanagan	Tom Paddock
Oliver Grimmett	Daniel Haynes	Gillian Hilton	Dave Hincks
Alan Horton	Barbara Judd	Mick Judd	Jack McCreath
Alex Mistry	Teresa Plant	Andrew Rathbone	Anya Reubens
George Reubens	Sophie Ross	Abi Sidaway	Niky Sidaway
Sue Slater	Chris Staley	Julie Tarka	Tim Taylor
Val Ward	Dawn Waite		

Adam Barrett	John Foster	Richard Goode	Darren O'Toole
Kirk Pickstone	Julia Phillips	Dennis White	

Notice Board	Website
--------------	---------

