**1st London Colney Executive Committee Meeting**

**21st February 2018, 810pm Green Dragon Pub**

**Attendees: Liz, Chick, Judy, Annabel, Sam, Jo, Amy, Ian, Ken,**

1. **Personal Records**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 1.1 | Gift Aid – Ian is working on this and it is in process  | Ian | Ongoing |

1. **Parent Skills**

Ian suggested putting up a rota of existing parents to ask for help once a term. There would be no need to worry about DBS checks for infrequent helpers. Parents with particular interests could be targeted too.

Recruitment strategies for new child members are to be shelved for a while as numbers are up 20%.

Tony Major wants to help out on fundraising. - In ill health at the moment.

Annabelle has been talking to Angelica whose daughter is starting scouts soon regarding helping. Angelica can help as and when. Sandra (Phillip’s mum) is to attend Community Clean Up as an intro to getting more involved.

Emily and Sarah are helping on a Wednesday. Sam is 19 and wants to be a young leader.

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| 2.1 | **Push for parent recruitment (in terms of involvement, interest and general enthusiasm).**Mick interested in being Quarter Master - A leader or two for Monday cubs would be helpful.Set up a Leader rota to help Liz as Doc unwell | chick to get simon to contact Annabel to spread the wordChick | ongoingongoing |

**3.Fundraising**

1st London Colney scouts are in the second round of 1% profit share at the Co-op for the period 12th November – 27th October 2018.

The logistics of taking the photographs suggested has been unfeasible. So far £600 plus has been raised

Quiz night on a back burner Tony is unwell

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 3.1 | Co-op awareness Poster to go into the lobby. | Jo | ongoing |
| 3.2 | Amy to investigate Gofundme with £6000 to repair roof, as a target.Put on St Albans Mums, Contact Debbie at the newspaper & 3 CountiesYeti looked into receiving a percentage of online shopping but it was agreed that this may prove too difficult to administer. Amy to continue to look into the go fundme option | Amy | ongoing |
| 3.3 | A list of all fundraising activities with time slots for parents to help is now up.  | All leaders to push | ongoing |
| 3.4 | Ian suggested a Tasting night - £5 a head and provide snacks, more of a recruitment drive/awareness rather than a fundraiser.Ian can get alcohol discounted from Majestic | Ian to look into | After completion of Community Clean Up |
| 3.5 |  Jumble Sale - March 10th £45 raised from ebay selling has been passed forward. Place free ads in Review and AdvertiserContact Guy re BannersSuggestion of Mother’s day stall. Catherine has been in contact with Costco regards suppling free pastries for jumblesale. | Jo |  |
| 3.6 | New Bunnings Sausage SizzlerDate proposed Sunday 27th May. | Chick to act as main contact |  |

**4.Maintenance**

Catherine contacted Andy Kirtis who said he is happy to help any time. She has also contacted suppliers and Sainsburys and is waiting for the relevant personnel to get back to her. Catherine fed back that the Dulux decorator centre have offered free paint.

Council report came back with clean bill of health and bookings can therefore continue as normal.

Next steps: A weekend to blitz including decorating and a list of what needs to do. Ceiling but needs to be done in a holiday.

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 4.1 | **Donations for Hut Maintaince work**Gary to draft a letter outlining our needs.Gary to co-ordinate when a team has been put togetherOaklands met with Jason and said they could take the ceiling down and decorate but not happy with putting ceiling up. Go back to original quotes to find out how much just to put up the ceiling now that Oaklands have offered input. Approach Wicks for a donation – could ask about replacing cookers for a double oven.Keep in contact with Travis Perkins who may donate tools and materials. Amy to get a quote from one more plumberKeep in touch with suppliers for feedback on donationsChick met up with Bunnings contact and £30 gift card has been donated. Bunnings will approach Dulux/Crown directly for free donations, as well as other suppliers for items such as LED lights. Contact television and register interest in make over show | GaryGary /chick AmycatherineChickIan |  |
| 4.2 | **Jobs list*** Plaster board inside and put up.
* Long term work on toilets as a priority.
* Waterproof notice boards for outside and covers for the hallway ones
* Trunk in wiring around the edge
* Change bulbs in main hall.
* New joiner, Alfie’s dad is a builder and has said he will help (and mum said she will help fundraising). – Gary to chase
* Create committee report: Costings, Timeline, Priority order.

Gary Spoken to alfies dad. Mum says she will help with the fundraising.  | Gary | ongoing |
| 4.3 | **Fire risks/ emergency lighting*** Fire risk assessment – complete by not documented. Simon sent email to all the groups and he is now property manager for the district and informing. Fire risk signage has gone up.
* Fire extinguisher serviced
* Emergency lighting required Simon to ask Terry

Emergency lighting now received from chick.Simon is on the case.* Emergency lighting needs to go in asap. One light has been installed and more planned including replacing the front security light – workman due to return to do outside lights. Outside lights need fixing,
 | SimonSimon |  |
| 4.4 | **Cookers**2 have been donated and kept outside – check if still working order and pressure test. A fitter will be required. See 3.1 re: requesting a donation of a double oven from Wicks if possible |  |  |
| 4.5 |  **Pot holes** The council have replied that the car park is Scouts responsibility while the lane is the responsibility of the council. A plan has been sent showing that some of the adjoining park is also officially the property of the scouts. | ongoing |
| 4.6 | **Pruning trees**Darren Aldridge has asked us to significantly prune the tree in the compound that overhangs his fence.It is now dropping a lot of fruit and leaves in to his garden. He has offered to help us.  | sam to ask mick | ongoing |

1. **Hut Hi****re**

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|  | **Subject** | **Action** | **Status/ Due Date** |

1. **Leaders & Section Info**

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1. **London Colney 100 Years Celebrations – 16th June 2018**

***Please see separate 100 years minutes for more details***

Gold braided Scarves have been received and Chick has sent an email of thanks.

Invites have been designed and printed and the first batch sent to dignitaries and past members. Save the date emails and help requests sent to parents.

Shared area has been set up and will be expanded to upload pictures, documents etc.

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 6.1 | Some pictures received – none yet from scouts.:Anyone got any copies of commemorative badges such as 100 years at cubs, 30 years beavers etc please pass on to steph to go onto giant scarf. District may have spares if you get in touch with them. Use of carpark -Chick has contacted and 16th should be ok. Possibility of using the field in Wallington road.Ken – build 6 free standing folding display boards 2ft tall off table to put on the back of tables to pin pictures etc. Money has been given to Ken for this project. Hire of a climbing wall – quote given as £413 for 5 hours. Look into possibility of finding a company to sponsor this. Hyundai a possibility. Sam to investigate Porsche | Liz/Sarah/Steph/Chick/CamilleChick to emailKenChickSam |  |

1. **Financial Update**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 7.1 | **Refund** Cub camp has highlighted funding issue – a transaction fee applies to OSM which means that if parents cancel and want a full refund, scouts are losing out. The committee agrees that the first £5 is a non refundable deposit. Anything that is run by outside agencies to be cash payment. | Chick to email the leaders.  |  |
| 7.2 | **Full up to date Finance report** | Jo to forward to committee |  |

1. **GSL Updates & AOB**

Explorers have had a successful climbing event on 2nd February.

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 8.1 | **Proposed Unit events** **March – Community Clean**Community clean – clean colney – get council involved – wheely bins, gloves, high vis vests, write to Blue Peter - , whole weekend altogether all sections working in groupGet mick involved Ian has suggested**April - Swim**Yeti has contacted Westminster Lodge who have said that they will give us full use of the swimming pool for the cost of £175.00. This would give the opportunity to complete challenge badges. The committee have agreed that this cost should be covered.**Possible Easter Egg Hunt** - **April****May – Hike** Opportunity to achieve hiking badge, Beavers to catch the train part way and hike with rest of the unit the rest of the way.**September -Group Camp** | Yeti to organiseMore discussion in leaders meetings. |  |
| 8.2 | New starter letters in the GSL box at hut, only these new forms to be given out please |  |  |

1. **AOB**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 9.1 | Sponsoring ThomasVarious ideas proposed. Further discussion required to finalise proposals.  | Carry over |  |
| 9.2 | AGM proposed date 13th May | Chick to contact paul re lamb chops |  |
| 9.3 | 28th April Liz’s sponsored events  | Liz |  |

1. **Next Committee Meeting**

**Easter Leaders dinner proposed**

<http://www.londoncolneyscouts.org.uk/>

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