**1st London Colney Executive Committee Meeting**

**24th January 2019, 8.15pm, Green Dragon**

**Attendees: Chick, Liz, Sam, Helen, Annabel, Yeti, Ken**

1. **Parent Skills**

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| **update** | Jalissa has been made a group occasional helper. |
|  | Annabel knows someone who was a Cub leader (in Elstree?) and will contact him to see if interested in joining us. | Annabel | **Status/Due date** |

1. **Fundraising**

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| **update** |  |
| 2.1 | **Jumble sale**Date changed to **30th March.** Hutis free Friday 29th for sorting goods.Need to find banner. | **Action** Catherine?Leaders  | **Status/ Due Date** |
| 2.2 | **Wine tasting**Proposed for April/May. Use lessons learned from last time. | Yeti |  |

1. **Hut Hire**

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| **update** |  |
| **3.1** | **Playgroups**Doors are not always locked properly/ bar not down. Toilet lights sometimes left on. | **Action**Chick to remind hirers | **Status/ Due Date** |
| 3.2 | **Cleaning**Danica has started, doing a good job. She’s happy to remove any rubbish & dispose of it.There are no bins outside now. Leaders can put small amounts of rubbish in the park bin. |  |  |

1. **Leaders & Section Info**

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| **update** |  |
| 4.1 | **Moving up**Following a discussion, it was agreed that best practice is to physically move young people on at the beginning rather than the end of a term but they can be moved on OSM earlier for admin. This helps them settle in better and is the best way of not losing them over the holidays. Chick confirmed that numbers are not a problem as we have enough helpers. To summarise:1. Move on via OSM at the end of a term so correct subs can be managed more easily (eg move up to Cubs).
2. Keep them on your list at Beavers until the 3 week transition at Cubs has finished.
3. During the transition, give those due to move extra responsibility at Beavers, ie looking after younger ones.
4. Give out the Moving On award.
 | **Action** | **Status/ Due Date** |
| 4.2 | **New helpers at Beavers**Cameron and Bobby. They need to be enrolled on the Young Leaders Programme. | Yeti/Chick |  |

1. **100 years legacy**

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| **update** | Time capsule still to be doneInvestigate capsule costs  | Defer to AGM in May.Sarah to check for next meeting |
| **5.1** | **Selling extra merchandise**Liz sold a few more mugs and brochures.  |  |
| **5.2** | **Photos**Need to be put on memory sticks. | Chick |

1. **Finance**

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| **update** | Badges – lots of spare in the cupboard. Sam is happy to keep a record as long leaders award them via OSM.Annual accounts completed. | **Action**Sam | **Status/ Due Date** |
| 6.1 | **Financial Update****Income Highlights**Co-op funding has cleared £4020.162nd lot of gift aid - £743.75Parish Council Fireworks - £950**Major Outgoings**Buildings and contents Insurnce - £1384.04Scout Shop Bill - £525.80 (covers 4 months)Current Balance £24896.66Estimated Capitation costs based on 127 members @ £44 each = £5588Leaves £19308.66 available.Keep reserve of £4000 for bills/activities to pay upfront£15000 to spend  |  |  |
| 6.2 | **New bank account - ongoing** |  |  |

1. **GDPR**

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| 7.**1** | **Online training** Judy and Ken left to complete.Helen to do DBS. | **Action** | **Status/ Due Date** |

1. **GSL Updates**

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|  | **Subject** | **Action** | **Status/ Due Date** |
|  | **Swim & Hike****Training -** Four leaders completed suicidal awareness course. District is thinking of running a short version.**Leaders meeting** – planned for once Gang Show is over.**St.George’s Day parade, Sunday 28th April**Going for the world record for the number of people creating a ‘human logo’ (Scouting emblem).Chick has applied to Guinness World Records.Plan for Explorers to MC the event this year.Flags needed. | (Yeti)ChickYeti to source flags | Both on hold |

1. **AOB**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 9.1  | **Parish Council events**Community Clean – ask to push back to April. Yeti to liaise with Antonia. | Yeti | April |
| 9.2 | **Tree planting community project**Yeti has ordered 420 trees from Woodland Trust and got agreement from CEO at Willows to plant them on their land. Need to be planted 9th or 10th March.  | Yeti to sort date and a plan of action. | March |
| 9.3 | **Grant applications (Yeti)*** National Lottery – applying for £5k for kitchen
* HCH Herts Community Funding – as above
* Solar panels – look at from ecological side
 | Chick to look at |  |
| 9.4 | **Play equipment** Sam completed an inventory and will put a list on Messenger. | Sam |  |
| 9.5 | **Hammocks**Request from Scout leaders to purchase hammocks. Chick to get quote for 6 including discount. | Chick |  |
| 9.6 | **Hut keys**Few more sets to be cut. |  |  |
| 9.7 | **Census data**All completed |  |  |
| 9.8 | **AGM date**Set for Sunday 19th MayYeti suggested a raffle and has some wine prizes |  |  |
| 9.9 | **Gang show tickets, Friday 15th February**Let Liz know asap if you want any. |  |  |
| 9.10 | **Cardboard box sleepover for Open Door**Liz presented them with the cheque and a box of biscuits for which they were extremely grateful. |  |  |

**Appendix A**

**Maintenance**

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|  | **Subject****Update from January meeting in *italics*** | **Action** | **Status/ Due Date** |
| **A** | **Hut Maintenance work*** Paint ceiling
* Finish electrics - Terry or Tommy to reconnect
* ***LED strip lights & spotlights bought***
* Plasterboards up. Need to fill holes & paint
* Carpet tiles
* Kitchen units – ***Nick Allsop (works for Howdens) is designing kitchen, see what he can get a discount for***
* ***Jason’s sanded joints***
* ***Back room looks good***
* Better paint needed. Already looking dirty.
* Hut now echoes – think how to reduce this
* Outside – ***roof still to do***
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**Next Committee Meetings 2019**

28th February

21st March

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

<https://www.facebook.com/pages/1st-London-Colney-Scout-group/349295988523039>