**1st London Colney Executive Committee Meeting**

**28th February 2019, 8.15pm, Green Dragon**

**Attendees: Chick, Camille, Sam, Helen, Annabel, Yeti, Sarah, Catherine**

1. **Parent Skills**

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| **update** | Annabel’s friend is unable to help as a leader at present but keep in mind. | | |
|  |  |  | **Status/Due date** |

1. **Fundraising**

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| **update** |  | | |
| 2.1 | **Jumble sale – 30th March**  Poster – Amend dates and print. Also change banner dates. *Banner is now in place on small roundabout.*  OSM message to go out.  Sign up sheets and newspaper ads  New banner may be needed if other one not found so we can have 2.  Jumble can be brought to the hut from now onwards. | **Action**  Yeti  Sarah  Catherine  Annabel to check banner prices. | **Status/ Due Date** |
| 2.2 | **Wine tasting –1st June, 7.30pm**  Hut is booked, Facebook invite sent.  Promote and sell tickets at AGM (19th May) |  |  |

1. **Hut Hire**

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| **update** | No further issues reported | | |
| **3.1** | **Playgroups** | **Action** | **Status/ Due Date** |
| 3.2 | **Cleaning**  All going well. Danica has been paid. She knows to let group know if she has had to do extra work. She is also taking the rubbish away. |  |  |

1. **Leaders & Section Info**

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| **update** |  | | |
| 4.1 | **Moving up** | **Action** | **Status/ Due Date** |
| 4.2 | **New helpers at Beavers**  Cameron and Bobby. They need to be enrolled on the Young Leaders Programme – ongoing. | Yeti/Chick |  |

1. **100 years legacy**

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| **update** | Time capsule still to be done  Investigate capsule costs | Defer to AGM in May.  Sarah to check for next meeting |
| **5.1** | **Photos**  Chick gave out LC100 and camp photos on discs and memory sticks. |  |

1. **Finance**

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| **update** | Badges – Stocktake required  Charities commission details updated – Sarah has added Chick and Helen as trustees. | **Action**  Sam | **Status/ Due Date** |
| 6.1 | **Financial Update**  Current Balance £26,600  Less Capitation costs £5500  Leaves £21,100 available.  Keep reserve of £4000 for bills/activities to pay upfront  = £16,000 to spend |  |  |
| 6.2 | **New bank account**  Signatories needed for switching to new account |  |  |

1. **GDPR**

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| 7.**1** | **Online training**  All complete  Guy to renew DBS. | **Action** | **Status/ Due Date** |

1. **GSL Updates**

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|  | **Subject** | **Action** | **Status/ Due Date** |
|  | Swim & Hike  Hammocks – 7 required at a cost of £568  Census = 125  Guides – group are closing due to small numbers. They have equipment at the hut so need to find out what is happening. They need to give notice and return keys.  World Scout Jamboree – Cameron (LC Scout) has been accepted. Offer sponsorship and hut for fundraising events to support him. | (Yeti)  Chick to order  Chick/Sarah | Both on hold |

1. **AOB**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 9.1 | **Parish Council events**  **Community Clean – 23rd March at 10am**  This is organised by Parish Council not by the group, so just turn up in uniform. Parents need to accompany young people.  Ask Ella & Emily to co-ordinate as part of their training.  Leaders to push at meetings.  Facebook invite sent. | Chick to email Leaders. |  |
| 9.2 | **Tree planting community project – 17th March from 10am - 2pm**  Facebook invite sent.  Best to park in Willows Lake car park, off A414 | Yeti to send out comms |  |
| 9.3 | **Grant applications (Yeti)**  Chick spoke to Nick – can probably get £250 as a charity towards the kitchen.  Ongoing:  National Lottery  HCH Herts Community Funding  Solar panels – worth bearing in mind |  |  |
| 9.4 | **Play equipment**  Sam to put a list on Messenger. | Sam |  |
| 9.5 | **Hut keys**  Set needed for Tim. |  |  |
| 9.6 | **Census data**  Number was 125 |  |  |
| 9.7 | **Hiring out marquee**  Annabel requested hiring the marquee and party tent for Bowmansgreen event 13th July. Tent will be ok.  Check with Simon re marquee.  Deposit required equivalent to excess on insurance. | Chick to ask Simon |  |

**Appendix A**

**Maintenance**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| **A** | **Hut Maintenance work**   * Paint ceiling – has been started * Electrics – quote obtained for £320 per day x 3 days’ work for 2 electricians = £960. No other quotes forthcoming. Gary checked online and this cost is at the lower end of the scale. Equipment is being bought. * Plasterboards up. Need to fill holes & paint * Carpet tiles * Kitchen units –Nick Allsop (works for Howdens) is designing kitchen. * Better paint needed. Already looking dirty. * Acoustics issue – try curtains to reduce echoing. Ask Dunelm re donating material. * Outside –roof still to do | Catherine |  |

**Next Committee Meetings 2019**

21st March

**AGM 19th May**

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

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