**1st London Colney Executive Committee Meeting**

**9th May 2019, 8.15pm, Green Dragon**

**Attendees: Chick, Annabel, Sam, Helen, Sarah, Catherine, Liz,**

1. **Fundraising**

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| **update** |  | | |
| 1.1 | **Wine tasting –1st June, 7.30pm**  Check arrangements and also how tickets are to be sold.  Catherine can help Liz pouring wine. | Chick to ask Yeti |  |

1. **Hut Hire**

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| **update** | No further issues reported | | |
| **2.1** | **Playgroups**  Dirty cups found in the cupboard that appear to have been used for playing.  Chick has already contacted Strong Roots re containers being drawn on. | **Action**  **Sarah to email Suzanne** | **Status/ Due Date** |
| 2.2 | **Cleaning**  All good. Cleaner hasn’t billed us yet. |  |  |
| 2.3 | **World Scout Jamboree race night**  To take place on 6th July  Chick will tell them of the group donation. | Chick |  |

1. **Leaders & Section Info**

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| **update** |  | | |
| 3.1 | **OSM**  Liz asked about adding new starters on OSM so that they get a welcome message. The advice was to try adding as ‘primary.’  Chick reminded leaders to make sure they add gender and disabilities. | **Action** | **Status/ Due Date** |
| 3.2 | **New leaders/helpers**  Amendment from previous minutes – Thursday Cubs will have a Young Leader (D of E) starting next year.  D of E helpers don’t have to be a part of Scouting already.  Now that the Scouts section has enough leaders, Chick plans to visit other sections.  Tim Wood, (Tuesday Beavers) has completed his training and Chick will be investing him. |  |  |

1. **100 years legacy**

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| **update** |  |  |
| **4.1** | **Time capsule**  Capsule will be sealed 24 hours before burying. Chick will dig a hole near the gas cages ready for the AGM.  Updated contents to include: 100 years celebration photos; St.George’s Day group photo; 100 years scarf; 100 years event invitation; brochure; mug; badges; autograph book signed by LC group members; group register. |  |

1. **Finance**

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| **update** | Stocktake of badges | **Action**  Sam | **Status/ Due Date** |
| 5.1 | **Financial Update**  Current Balance £21,500  **Less** £750 - camp, bills, scout shop  Keep reserve of £4000 for bills/activities to pay upfront  = £16,750 to spend |  |  |
| 5.2 | **New bank account**  Waiting for confirmation of ID checks for change of signatures on old account. |  |  |
| 5.3 | **Camps and Activities Finance Policy**  Sarah ran through the policy and it was ratified by the Executive Committee. All leaders will receive a copy by email. | Sarah to email |  |

1. **Online training/DBS**

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|  | Sarah’s DBS renewal completed.  Guy wants his account to remain open. Chick has given him until the end of May and will close it if nothing happens.  Any accounts that remain inactive for 2 years will be closed. | **Action** | **Status/ Due Date** |

1. **GSL Updates**

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|  | **Subject** | **Action** | **Status/ Due Date** |
|  | Swim & Hike  Guides – Have paid the last bill. Their equipment should be gone by summer. They sent a thank you note.  Treasure Hunt – Committee decided to move it November/December.  Fish and chips end of year celebration – Friday 26th July. | (Yeti) | Both on hold  TBC  26/7 |

1. **AOB**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| 8.1 | **Grant applications (Yeti)**  All ongoing:  Kitchen grant  National Lottery  HCH Herts Community Funding  Solar panels – worth bearing in mind |  |  |
| 8.4 | **Play equipment**  Sam to put a list on Messenger. | Sam |  |
| 8.5 | **Hut keys**  Garage keys still to sort. |  |  |
| 8.6 | **AGM**  Leaders to send Helen reports to include in the pack.  Helen to make 50 copies of the pack at a printing shop and invoice the group. | Leaders  Helen |  |
| 8.7 | **Fundraising activities for members**  Chick confirmed that group members may hire the hut free of charge for fundraising activities.  Camille wants to do a race at the end of the year.  Mathilde can sell sweets and cakes at the AGM. |  |  |
| 8.9 | **Flags in hut**  Liz mentioned that the flags do not hang properly in the hut due to hook being in the wrong place.  Chick to look at this. | Chick |  |

**Appendix A**

**Maintenance**

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|  | **Subject** | **Action** | **Status/ Due Date** |
| **A** | **Hut Maintenance work**   * Back room still to finish * Carpet tiles * Kitchen units –no news * Hut to be re-painted inside * Acoustics issue – try curtains to reduce echoing. Ask Dunelm re donating material. * Outside –roof still to do |  |  |

**Next Committee Meeting 2019**

**13th June**

**AGM 19th May**

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

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