

# 1<sup>st</sup> SUNNINGDALE SCOUT GROUP

MINUTES OF A GROUP EXECUTIVE MEETING HELD AT SCOUT HQ  
on WEDNESDAY 14 MAY 2014.

**THOSE PRESENT:** Chairman Sir Julian Crofton, President Mr Geoff Adams, Treasurer Ms Helen Whiteman, GSL Mr Doug Home, Mr Steve Derrick, Mr Tony Flood, Mr Sebastian Jans, Hon Sec Mrs Johanne Taylor.

**APOLOGIES FOR ABSENCE:** Mrs Vanessa Crook,

**MINUTES OF LAST MEETING:** Minutes of meeting held on Wednesday 22 January 2014 agreed as correct.

**MATTERS ARISING:** Covered under headings below.

**CORRESPONDENCE:** Chair received letter from Sunninghill Parish Council to say they would like to present a cheque of £400 to benefit all sections, in recognition of the contribution the Scouts made at the Victorian Street Fair. **Sec to advise Parish Council of date of end of term barbecue, Tuesday 15<sup>th</sup> July (7.00pm) when there will be Scouts in uniform present to receive it. ALSO sec to arrange for Press to be present.** Chair also received a donation of £40 from Holy Trinity Church Lunch Group, which he has acknowledged with thanks. **Sec to RSVP District Sec that GSL, Chair and Sec will attend District AGM 17<sup>th</sup> June. Sec to check with Leaders that they receive Berkshire Newsletter and Scout Association Newsletter.**

## **TREASURER REPORT** (Summary of Accounts attached)

Explorer's CAF Account now set up and running. There was some discussion about the amount of subs each section pays per term and what a large proportion is required for capitation fees. The meeting agreed that Group would pay this year's capitation fees of £556 for Explorers, with £100 from new section set up grant to be paid back to Group along with any other grant money that might be available. Recent progress with each section using Online Scout Manager (OSM) means it is easier for Leaders to track subs and other monies paid and as a result all subs for this term have already been paid. In addition OSM allows access to Treasurer and Exec Committee to view how money is spent. **Treasurer to contact Sections to allocate funds that are currently shown as uncategorised for the profit and loss statement for the AGM.** A discussion followed about listing assets and making an inventory (during which it was mentioned it should be marked on outside of stores that gas is stored inside). It was suggested by President that it would be a good idea to fix a budget for each year. Treasurer is in the process of finding out how to claim Gift Aid, it may be possible to collect through OSM linked to Census information. There has been communication between Chair and Treasurer re: payments to Talk Talk for broadband connection at HQ. HQ Buildings Insurance £636.00 for coming year has been paid.

## **Fund Raising/Social Events;**

**a) Jumble Sale of 3 May 2014** raised around £400 although it was noted that support from parents was poor. Discussion followed about ways to encourage parents to give their time. It was agreed that a direct approach is preferable to email and that most parents would expect to contribute some time to support fund raising while their child is part of the Group. Working through the Group list for each section would be the fairest way, systematically requesting time and making a rota in advance of each Jumble Sale so that the same people are not targeted each time. Perhaps a committee member could undertake this task once new Jumble Sale dates are set for year? President handed over to Chair a list of duties to be undertaken for publicity and set up of Jumble Sale. **Sec to advise Marian Hill of new phone number to call for jumble collection.**

**b) AGM/BBQ/Parent & Child sleepover 7/8 June 2014.** Will take place at Bear's Rails Camp Site. AGM 4pm, BBQ 5pm, Day guests to be off site by 7pm. All adults staying overnight must be CRB cleared and gates are closed at dusk till 7.30am. **Chair to send invitation to parents also offering a central group breakfast so no meals need to be brought and prepared individually.** Chair and Sec to print small number of Agenda and Reports, Chair will post on website. **GSL and Louise Home to arrange purchase of food. Sec to liaise with them to provide salads.** Tony Flood offered to cook BBQ and Treasurer will assist with serving. GSL suggested that any of the committee who are staying overnight use the opportunity to chat with parents to encourage them to become involved possibly as Helper/Leader.

**c) End of Term BBQ Tuesday 15<sup>th</sup> July 2014.** Earleywood is booked and Leaders planning activities. **GSL and Louise to purchase food. Committee to assist in running BBQ.**

**d) Ascot Carnival Sunday 14<sup>th</sup> September 2014** New Gazebo required this year plus we will re-market bottle tombola and raise profile of group by having a "recruitment/information desk" to be manned by Sec. **Chair to circulate email requesting donation of bikes and bottles.** Geoff Streeter happy to run second hand bike stall again. Graham Kennedy from Recreation Ground has two bicycles which President has advised can be left at HQ. Also Marian Hill's friend has a bike to donate – **Sec to contact.**

## **CHAIRMANS REPORT**

Following recent workshop run by Chair to introduce OSM to Leaders and Exec Officers, Chair is pleased that it is going well. Chair went in place of GSL to a recruitment information evening on 12<sup>th</sup> May but it had been cancelled without notice. **GSL to follow up.**

**GSL AND SECTION REPORTS:** GSL pleased to report that all running well in Sections. Numbers are good and we have two girls joining Scouts. Each section is planning for Camps. Skip is not quite decided about what he will do after the Summer. GSL continually looking out for new Leaders and is currently talking to Andy Stevens who may be interested in returning to be a Scout Leader.

**MAINTENANCE:** President is preparing to step down and defined the various tasks he undertakes. Sebastian Jans offered to be a key holder and to undertake some of those tasks when he is available. GSL also nearby so together it may be covered. Exec Committee all expressed their grateful thanks for everything President has done for the Group including; applying for and obtaining grants; getting quotes and assisting and overseeing works; and being a constant source of advice and wisdom. Both Jennifer and Geoff have committed their time freely to 1<sup>st</sup> Sunningdale for many years and will be hugely missed. It is hoped their move goes well and they will enjoy their new surroundings.

**ANY OTHER BUSINESS: DATE OF NEXT MEETING: TBA**

Meeting closed at 9.50pm

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