

1st SUNNINGDALE SCOUT GROUP

MINUTES OF A GROUP EXECUTIVE MEETING HELD AT THE NAGS HEAD,
SUNNINGDALE, on TUESDAY 20th September 2016.

THOSE PRESENT: Chairman Sir Julian Crofton, GSL Mr Doug Home, Ms Helen Whiteman, Mrs Genna Clark, Mrs Vanessa Crook, Mr Steve Derrick, Mr Sebastian Jans, Hon Sec Mrs Johanne Taylor.

APOLOGIES FOR ABSENCE: Mr Tony Flood, Quartermaster Mr David Brittain

MINUTES OF LAST MEETING: Minutes of meeting held on Tuesday 28th June 2016 agreed as correct.

MATTERS ARISING: Charity Commission Annual Return was completed by Chair and Sec, submitted on 28th July 2016. Chair highlighted to other trustees that policies mentioned in report: Risk Management; Investment; Safeguarding; Conflict of Interest; Managing Volunteers; Complaints; Paying Staff; all are written in Scout Association POR. It was commented that we do review financial controls regularly (more frequently than yearly). **Action point – to ask all sections to use OSM for group events ie; End of term barbecue.** Genna Clark has arranged with Geoff Streeter that bikes will be renovated during October half term. **GSL to request that Scouts bring bikes into HQ at end of their meeting on Thursday 20th October.** Andrew Crook has kindly offered to assist Geoff on Saturday 22nd October. Sale to be held at HQ 2-4 pm on Sunday 30th October 2016. **Genna has created an advertising flier to circulate in school newsletters and bookbags; Sec to post on Living Within and Ascot Matters; Chair to post on Bracknell News and The Villager online. GSL to approach a contact he has at Silwood College to advertise on posters there.**

CORRESPONDENCE: Buildings Insurance was increased in line with the extra valuation, additional payment of £34.47 made to Unity. Also personal insurance plan for John Rathbone was paid £87.50 to Unity. Invoice £230.58 from Berks Extinguisher Service passed to Treasurer for payment following inspection in August. Sec received quote from GP Asbestos (see under roof renovation). **Sec to follow up a separate asbestos survey that was undertaken in August.**

TREASURER REPORT: (Copy of accounts to date attached) Treasurer pleased to say that this year's end of term barbecue made a profit of £185. Overall accounts show our income is down by around £2,000 due to not having the Sunningdale Carnival income, also we have not as yet received anything from Disney donation. **Chair to follow up Disney Ears to You.** Beavers and Cubs are good with providing receipts and using OSM payments. Scouts still need to provide receipts and track payments. There was some discussion about the money each section holds in their account and Committee agreed these funds should be used for the benefit of each section as Leaders think best.

CHAIRMAN REPORT: There was some discussion about Easy Fundraising being a good way of increasing our income. There is information on the website. Also discussed RBWM Green Redeem reward system – **Genna Clark kindly offered to continue with research.** Chair explained about a competition/scheme that Christian Leigh had seen in the Scouting Magazine (Leaders) that invited Charities to put forward a proposal for funding with input from under 18yr olds. There is a possibility of winning upto £25,000 but the closing date is 22nd September 2016. John Rathbone has offered to see if something can be done in time.

Fund Raising/Social Events; a) Sat 1st October 2016 – Jumble Sale Advertising is already in place. **Chair to put up banner and posters this week.** There was some discussion about the difficulty presented with limited opening hours and restrictions now being enforced at local tips. It was agreed that we will monitor

disposal after this jumble sale to see if the future sales will still be viable. **b) Quiz Night Friday 14th October 2016 7.30pm at HQ, £10 per ticket including supper, bring own drinks.** – Vanessa Crook to publicise event through Facebook etc. **GSL to ask Louise about Chilli, Committee Members offered to cook the jacket potatoes.** **c) Bike Sale at HQ 2-4 pm Sunday 30th October** as detailed earlier. **d) Sunninghill Victorian Street Fair Sunday 20th November 2016** We have booked a pitch for a barbecue but it is not yet confirmed whether Scouts or Committee will run the stall. (Chair has put in a request to the organisers to see if there would be sufficient space for us to run a second hand bike stall alongside the barbecue.) **e) Spring Ball Saturday 25th March 2016** After considerable time spent researching other venues, Vanessa Crook has made a provisional booking at The Berystede Hotel. Unfortunately the charity rate offered last time is no longer available. The social committee will meet shortly to discuss ticket prices and marketing.

GSL AND SECTION REPORTS: GSL has replied to request from Sunninghill Brownies and Guides to use our HQ for a short period while improvements are finished at their meeting hall. He is awaiting confirmation from them of the use they require.

All sections are running well. Beavers plan to attend Harvest Festival Service on 2nd October at Holy Trinity Church (possibly Cubs too). A leaving card was sent to Rev David Uffindell on behalf of the Group. **Sec to find out who GSL should now liaise with for Remembrance Day Service.** Cub Leaders are experiencing a challenge with behaviour of some Cubs this term, GSL is aware and sanctions may be put in place. Scouts are extremely well attended and John is pleased with the way the Troop is going.

Chair has been helping with the waiting list which has caused concern for some parents trying to organise various activities for their children without knowing if they will be starting in one of the sections.

HQ ROOF/REPARATIONS/GRANTS/MAINTENANCE: There was some discussion about the quote from GP Asbestos for removal and disposal of asbestos roof and replacement with a new roof. **Sec to find out if the quote of £3,160.00 for the removal and disposal would stand separately,** as cost of £8,260.00 for new roof was considered quite high. Further quotes could be sought with reassurance that the roof removal would be possible without causing risk to the rest of the structure. As yet there has been no news of Quantity Surveyor Estimate. Given that the cost of rebuild from the buildings insurance valuation is £135,000 and looking at the cost of similar building projects undertaken locally which exceed this amount, the committee felt that further evaluation of the Group's needs would be advisable. Once we are in receipt of Asbestos Survey, further discussions will determine the path forward.

DATE OF NEXT MEETING: Tuesday 24th January 2017.

Meeting closed at 10.15pm

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