

1st SUNNINGDALE SCOUT GROUP

MINUTES OF A GROUP EXECUTIVE MEETING HELD AT THE NAGS HEAD, SUNNINGDALE,
on TUESDAY 26th September 2017.

THOSE PRESENT: Chairman Sir Julian Crofton, GSL Mr Doug Home, Treasurer (outgoing) Ms. Helen Whiteman, (incoming) Mr Darren Bryant, Mrs. Vanessa Crook, Quartermaster Mr David Brittain, Mr Tony Flood, Mrs. Genna Clark (part), Mr Sebastian Jans, Hon Sec Mrs. Petra Hardie.

APOLOGIES FOR ABSENCE: None

MINUTES OF LAST MEETING: Previous meeting was 4th July 2017 – minutes were approved.

Brought Forward:

- Sunningdale Carnival is not happening this autumn – it appears to have been superseded by the Holy Trinity Tea Party.
- Chair spoke to Ascot Spices re Curry Night but they were not interested. DB offered to help cater a dinner at the Scout Hut. Offer appreciated but in this instance the plan is to eat out.
- **Action: Chair to speak to Rajvoog in Sunninghill.**
- Gazebo, trolley and table have been purchased. Also, a new banner for the Jumble Sale on Sat 30th Sep to put on the A30 as the start time has changed to 1pm.

CORRESPONDENCE:

- Chair forwarded correspondence from the Scout Association and Unity Insurance advising that we cannot claim on insurance to help treat the Japanese Knotweed. All correspondence with the council (RBWM) has been through the neighbour, Clare Warren. Japanese Knotweed discussed and agreed that we continue to treat and keep an eye on the situation.
- Letter received from Clare Warren thanking the Association for attending the Holy Trinity Tea Party on Sun 17th Sep and for taking part on the day.
- Fire extinguishers were checked over the summer holidays, invoice passed to the Treasurer.

TREASURERS REPORT

The Treasurer (HW) presented the Accounts as at 24th Sep 2017 which had been circulated to the Committee prior to the meeting.

Points to note:

Donations:

- **Action: DB to ensure Donations are itemized and easily identified on future reports.**
- £900 from the Parliamentary Club presented by Adam Afriye MP at the Holy Trinity Tea Party on 17th Sep.
- £770 from Disney recognizing the voluntary work of an employee (Hilary Crofton). DBryant suggested contacting all volunteers who may be eligible for similar contributions from their employers.
- £30 from Holy Trinity Church was given to the Beaver. Grant Wyatt, one of the Beaver Leaders, has written to acknowledge and thank.
- Money from bike sales £537.
- Jumble sales - £125 from the people who take away the unsold clothes. They also collect bric a brac and household goods. **Action: JC to speak to them regarding taking more unsold goods.**
- Scouts BBQ raised £872.
- Activities Group – Other – £1554. The Group paid for the Camp on the weekend on 24th Sep and recouped the money collected by the Sections. We have ended up in credit as more has been collected than paid.

Equipment

- Action: DBryant to itemize in future reports.
- Equipment – notable purchases
 - Tents £950
 - Life Jackets £280
 - Shelter & trolley £373
 - Signage £214
 - Climbing & First Aid (Hilary) £250
 - Trailer clamps and locks

In summary, we are about halfway through the financial year and we are about breaking even.

HW has two tasks to complete:

- Barclays have asked us to confirm that we are not an overseas entity for tax purposes
- HMRC have paid Gift Aid to an account no longer used – HW will follow up and ensure it is repaid.

Having completed her report, HW officially stood down as Treasurer.

The Committee expressed its thanks to HW for her years of support and effort and wish her all the very best for the future.

With effect from 27th September 2017 Mr Darren Bryant has been appointed the new Treasurer of the 1st Sunningdale Scout Group.

Mr Darren Bryant will be one of the signatories on all Bank accounts to include

- Barclays
- CafBank
- Go Cardless

And a named official for HMRC alongside Sir Julian Crofton, Mr Doug Home and Mrs Petra Hardie.

Action: PH to complete the Charity Commission submission.

Action: DH to update Compass with the Group Contact Details.

EVENTS

- Hut clean up weekend of 8/9 Sep. Many thanks to all involved as it has made a huge difference to the Hut.
- Holy Trinity Tea Party 17th Sep. We received the £900 cheque from Adam Afriye MP and also made a lot of money by selling bikes on the day. As a result, it was agreed to postpone the Bike Sale planned for 6th Oct until 2018 as the stock of bikes has been depleted and those remaining are out of the way in the stores.
- Scout Camp 23rd Sep was well received and popular.
- Jumble Sale 30th Sep – starting at the new time of 1pm. TF agreed to help set up, DBritain will help tidy up. However, more volunteers are required on the day. The expectation is that it would be parents of Section members.
- Quiz Night planned for 17th Nov at the Scout Hut.

INSURANCE

Action: PH to investigate insurance for volunteers, camp attendees, children who attend events who are not members etc.

OUTSIDE BENCHES

Previously discussed and had suggestions had been put forward via email between the Committee members. It was agreed that as there is work planned to the outside of the Hut no benches to be purchased at this time.

FUTURE PROJECTS

Mr Mike Ratcliffe, a parent who is a qualified electrician has kindly offered to review the standards of the equipment within the Hut and address at cost, he will not charge for his labour. PAT test, unit on fuseboard, sockets need replacing, emergency lights needed. All agreed to ask him to complete the works. He will require access to the Hut and will do as much work as he can at the end of a Cubs session but needs all the equipment in one place.

Action: GC to liaise with Mike.

HQ RENOVATIONS/ MAINTENANCE:

The interior of the Hut was discussed at length, focusing on the bathrooms and the kitchen. In summary:

Kitchen: new hob and oven requested as a minimum,

Bathrooms: boy's toilet could be replaced so it's an easy clean sealed unit; girls' toilet could be made into a disabled toilet with better access; exposed pipes in the boys toilets could be boxed in for safety and cleanliness reasons.

Outside space: GC has met with a builder for advice. There are a number of options depending on the agreed outcome.

It was unanimously agreed that GC, SJ and DH would work together to finalise the plans and any agreed works up to the value of £6000 could be started as soon as possible as it would be better to work in the outside space in the winter. Any internal changes will follow discussions and work to be carried out in the summer when the Hut is not in use.

MINIBUS

A minibus has been kindly donated to the Group by Mr Grant Thompson. It's a 15-seater and age unknown. Costs to the Group will be fuel, tax, insurance and MOT, Mr Thompson will pay for upkeep and maintenance on an ongoing basis. Anyone can drive the minibus as long as they have a driving licence that pre-dates 2001. However, the Scout Association does require drivers to have had Scout delivered training. It was agreed to keep it for a year and if it is not used, then sell it.

Action: DH to forward details on the minibus as soon as received to PH to get the vehicle insured.

AOB:

- DBryant offered to purchase an outside bench for the Hut. He was thanked for this generous gesture but as discussed, we will defer any outside furniture until the works have been completed.
- Outside the Hut needs to be tidied before the Jumble Sale – **Scouts to action.**
- Cleaner – any thoughts to be shared amongst the Committee, potentially 2 times per term.
- Keybox: DByant offered to supply and arrange to fit a keybox for inside the Hut to ensure security for the keys.

DATE OF NEXT MEETING: Tuesday 23rd January 2018.

Meeting closed at 10.00pm

GROUP EMAIL ADDRESS sunningdalescoutleaders@googlegroups.com
sunningdalescoutcommittee@googlegroups.com

GROUP WEBSITE ADDRESS: www.sunningdalescouts.org.uk

1st Sunningdale Scouts

Dates for 2017/ 2018

| | |
|-------------------------|-----------------------|
| Jumble Sale | 30/9/2017 |
| Quiz Night | 17/11/2017 |
| Half Term | 23-27/10/2017 |
| Street Fayre? | November |
| Autumn term ends | 19/12/2017 |
| | |
| Spring Term starts | 03/01/2018 |
| Committee Meeting | 23/01/2018 |
| Jumble Sale | 27/01/2018 |
| Half term | 12-16/02/2018 |
| Curry Night | Date to be confirmed |
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| Spring term ends | 29/03/2018 |
| Easter Sunday | 01/04/2018 |
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| Summer term starts | 16/04/2018 |
| Committee Meeting | 08/05/2018 |
| Jumble Sale | 12/05/2018 |
| Half term | 28/05-01/06/2018 |
| District Camp | 04-06/05/2018 |
| End of term BBQ and AGM | 16/07/2018 |
| Committee Meeting | 18/07/2018 |
| Summer term ends | 20/07/2018 |
| | |
| Just for info: | |
| FA Cup Final | 19/05/2018 |
| Royal Ascot | 19-23/06/2018 |
| World Cup | 14/06/2018-15/07/2018 |