

Minutes of Group Executive Committee Meeting on 3rd June 2007

1. Chairman's Welcome The participants were thanked for their support and welcomed to the meeting. Present were:

Richard Parker (Chair); Nick Milbank (Group Scout Leader); Sandy Wilson (Treasurer), Moira Bailey (Secretary), Jane Milbank Neil Burrows, Deborah Wilkes, Sarah Howell (Scout Leaders) and Ian Hardy (Parent Representative).

2. Apologies for absence

Apologies were received from Sue Hughes (Parent Representative).

3. Minutes of previous meeting

It was suggested that the wording regarding an action to consolidate membership information (3/1) be reworded. Otherwise, the minutes were accepted as an accurate account of the meeting.

4. Review of actions/Matters arising

Actions

No.	Actionee	Description	Progress	Status
1/2	Richard	Investigate activities which can be sponsored to raise funds but also have beneficial impact, e.g. enhancing local environment.	Post meeting note: The "Spring Clean" has taken place, but co-ordination with Chelmsford Borough Council regarding similar events will continue	Ongoing
2/4	All	Guauge level of interest in band night and/or theme night, pursue possible venues	Boswells looking more promising. Other possibilities include the WI (Nick to pursue) and the Springfield Parish Centre and Marconi Social Club (Richard to pursue).	Ongoing
2/6	Nick	Continue to interface with Council re site availability for HQ	Keeping an eye on Rugby Club planning application at Coronation Park – old club house may become available. Would need to identify whether for sale or lease if becomes available	Ongoing
3/1	Sandy/ Scout leaders	Co-ordinate details of membership and payment status.	Sandy is creating a membership list and will provide this to the leaders, who will provide updates as appropriate	Ongoing
3/4	Nick	Invite Jan Deer or her representative to next meeting		Ongoing
3/5	Richard	Coordinate with Jonathan re ratified minutes on website	Minutes of the first three meetings have been sent to	Ongoing

			Jonathan Wentworth who will place on them website.	
4/1	Nick	Arrange purchase of items identified as important		Complete
4/2	Scout leaders	Engage parents with a view to identifying committee members for AGM		Ongoing
4/3	Richard	Confirm details regarding Boot sale	Provisional details obtained, to be confirmed with organisers.	Ongoing

Other matters arising

Several areas covered in the minutes, including various fundraising activities, equipment and Group HQ were identified as topics to be pursued in the course of this meeting, but there were no other matters arising.

5. Treasurer's Report

Hard copy of report given to secretary for inclusion in AGM handout

6. Group Scout Leader's Report

All major equipment required for centenary camp was delivered in time.

There was still no definite signs of recruitment of new leaders. It seems to be more likely that Sarah and Dave would be moving from this area.

7. Secretary's Report

Nothing to report.

8. Fundraising

A boot sale was discussed. Neil was quite happy to receive suitable goods for sale and with others would man the table.

The music night was still being explored.

A summer fete for next year was discussed.

9. Group HQ

Nick is using his contacts to ascertain the current and future plans for the rugby club old building. Searches were still in progress for a piece of land suitable for use.

10. AOB

The next meeting will take place on Sunday 9th September 14 Mimosa Close, 8.00 p.m.

Summary of Actions (Carried over and New)

No.	Actionee	Description	Progress	Status
1/2	Richard	Investigate activities which can be sponsored to raise funds but also have beneficial impact, e.g. enhancing local environment.	Post meeting note: The “Spring Clean” has taken place, but co-ordination with Chelmsford Borough Council regarding similar events will continue	Ongoing
2/4	All	Gauge level of interest in band night and/or theme night, pursue possible venues	Boswells looking more promising. Other possibilities include the WI (Nick to pursue) and the Springfield Parish Centre and Marconi Social Club (Richard to pursue).	Ongoing
2/6	Nick	Continue to interface with Council re site availability for HQ	Keeping an eye on Rugby Club planning application at Coronation Park – old club house may become available. Would need to identify whether for sale or lease if becomes available	Ongoing
3/1	Sandy/ Scout leaders	Co-ordinate details of membership and payment status.	Sandy is creating a membership list and will provide this to the leaders, who will provide updates as appropriate	Ongoing
3/3	Richard	Update/distribute AGM letter	Post meeting note: Updates as discussed have been made and a nomination form has been added. This has been provided to the Scout Leaders	Closed
3/4	Nick	Invite Jan Deer or her representative to next meeting		Ongoing
3/5	Richard	Coordinate with Jonathan re ratified minutes on website	Minutes of the first three meetings have been sent to Jonathan Wentworth who will place on them website.	Ongoing
4/1	Nick	Arrange purchase of items identified as important		New
4/2	Scout leaders	Engage parents with a view to identifying committee members		New
4/3	Richard	Confirm details regarding Boot sale	Provisional details obtained, to be confirmed with organisers.	New
4/4	Scout Leaders	Distribute AGM invite	The AGM has already been noted in a circular but the full invite and nomination letter should also be distributed in advance	New