

Minutes of Group Executive Committee Meeting on 11th November 2007

1. Chairman's Welcome

The participants were thanked for their support and welcomed to the meeting. The chairman extended a particular welcome to the three new Parent Scout Representatives. Present were:

Richard Parker (Chair); Nick Milbank (Group Scout Leader); Sandy Wilson (Treasurer), Jane Milbank (Beaver Scout Leader), Deborah Wilkes (Cub Scout Leader), Russell Clarke (Scout Leader) and Chris Jackson, Jackie Russell and Julie Maybrick (Parent Scout Representatives)

2. Apologies for absence

Apologies were received from Moira Bailey (Secretary) and Neil Burrows (Scout Leader).

3. Minutes of previous meeting

A number of minor changes were identified. The chairman agreed to make appropriate changes and then copy to Nick and Sandy for ratification.

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.	The next Spring Clean will take place at the end of March or beginning of April 2008; arrangements will be made as soon as a date is finalised	Ongoing
2/4	a) All	Gauge level of interest in band night and/or theme night, pursue possible venues	Boswell's hall being refurbished and not expected to be available until early 2008. Other possibilities include the WI (Nick to pursue) and the Springfield Parish Centre (Jackie provided relevant information – see fund-raising), and Marconi Social Club (Richard to pursue).	Ongoing
	b) Richard	To contact Ian re status of Boswells	Ian had been in touch. It was not expected that Boswells would be available again until March 2008; this may be optimistic.	Completed
2/6	Nick	Continue to interface with Council re site availability for HQ	Keeping an eye on Rugby Club planning application at Coronation Park, though this is	Ongoing

			now in some doubt. Would need to identify whether for sale or lease if becomes available. Another possibility may be some land in Beaulieu Park which has been earmarked for community use, or land near Parish Centre (see action 7/1)	
3/1	Sandy/ Scout leaders	Co-ordinate details of membership and payment status.	Sandy has created and circulated to the leaders a membership list. All leaders should now update the list and return to Sandy.	Ongoing
3/4	Nick	Invite Jan Deer or her representative to next meeting	Invitation issued, but Jan has yet to attend a meeting; Nick to maintain contact	Ongoing
3/5	Moira	Coordinate with Jonathan re ratified minutes on website	Continue to send Exec Minutes and AGM minutes to Jonathan Wentworth who will place on them website.	Ongoing
4/2	Scout leaders	Engage parents with a view to joining exec. committee	This has been successful, 3 volunteers having been attracted	Completed
4/3	Richard	Confirm details regarding Boot sale	Provisional details obtained, to be confirmed with organisers.	Ongoing
	Moira	Draft notice for next leaders meeting	To find out level of interest and support	Ongoing
7/1	Jackie	Investigate status of land near Parish Centre and co-ordinate with Nick	New action. Post meeting note: the application to use the land for a library has been turned down; however, there is still a desire for this library in the community.	Ongoing

5. Treasurer's Report

There were no new issues to report; the financial situation was largely unchanged from the previous meeting, with a total of approximately £13,000 in the bank, of which £11,300 is in the reserve account.

The question of whether subscriptions should be increased was raised. It was noted that, while providing excellent value for money, the Group already charged the highest rate in Chelmsford, so this should only be considered as a last resort; at present it was not necessary.

6. Group Scout Leader's Report

It was reported that an insurance claim for storm damage had been made and noted that the terms of the policy meant that the specific items for which a claim had been made had to be replaced. The claim consisted of:

Large tent: £950
Party tent: £329
6-man tents: 3x£90
Gazebo: £70

Recruiting:

The group had been publicised on the police intranet but no offers had been forthcoming from this or from advertising at the local University. However, Gary Standing now has a warrant and has completed most of his training and Victoria Scammel has been trained as a Beaver Scout Leader.

Clive Jackson may also be interested in becoming a Leader.

7. Secretary's Report

Nothing to report.

8. Fundraising

Russell reported that he was organising a quiz night on 18th January. He invited everyone present to enter or join a team.

Nick agreed to organise a Beetle Drive (probably 1st March). This would be discussed at the next meeting.

It was agreed that 10th May should be targeted for the band night. Possible venues were discussed. Jackie, through her capacity as employee of the Parish Centre was able to provide price details as follows (some communicated post-meeting):

The Saturday evening charity rate for an all-inclusive evening function is £217.70. This includes hire of the main hall (Bowers Hall) and kitchen from 6pm to 11.30pm, cleaning charges for the main hall and kitchen, fully licensed bar (subject to minimum bar spend of £200) and VAT.

For a unlicensed booking, the cost of hiring the main hall is £21.49 including VAT per hour. If a booking is finished by 11pm, hirers have the option of clearing up themselves or paying the cleaning charge for the hall of £31.61 incl. VAT. For all bookings finishing later than 11pm, a cleaning charge is made as the hall needs to be vacated by 11.30pm on a Saturday night. By prior arrangement with the licensee, wine and champagne can be purchased from the bar in advance to be consumed at the event. As a guide, the price for a case of 6 x 1 litre bottles of house wine is approx. £27. This price does not include hire of the kitchen.

The venue will support an audience of 160.

Jane knew of a duo (Keyboards and saxophone/vocals) called Serendipity who may be willing to support the event. Richard was in the process of reforming a band. It was agreed that we should aim to make it a family event to maximise attendance. A sub-committee of Nick, Richard and Chris was formed to pursue the band night.

Richard was keeping in touch with Chelmsford Borough Council regarding environmental support events. The next possibility was bulb planting, but unfortunately this clashed with the 02 concert. Richard had already informed the NEAT officer Jackie Lane that it was unlikely that we would be able to support this in any numbers if at all. Jackie had promised to let us know when the next Spring Clean would be – probably end of March or beginning of April.

Post meeting note: Spring Clean Date had not been confirmed as of 10/12/07; the Council were waiting to hear from the Canoe Club, who provide the venue for refreshments and First Aid.

9. Group HQ

Various venues were discussed. Julie reported that residents of the Coronation Park area wish to see the old Rugby Club demolished. The Club have also withdrawn an application for a new gym.

A piece of land by the Parish Centre may become available as a planning application for a library has been turned down. Whether we should jump in and try to purchase the land is debatable, however, since there has for many years been a desire for a library in this venue, so to do so may raise local hostility. Jackie will keep aware of the situation and co-ordinate with Nick *Action Jackie*.

It was noted that, if and when we were to obtain our own HQ, there may be an issue with co-ordinating club-nights, as there are a number of clashes and it would not be easy to change the evening of the week on which packs meet.

10. AOB

Meeting days, times and venue was discussed. It was agreed that we would stick with the current venue for the next meeting, but one of the parent representatives may be able to offer an alternative for the following meeting. Sunday at 20.00 still appeared to be the lesser of evils with regard to suiting the majority.

Next Meeting:

20.00 on 20th January 2008 at 14 Mimosa Close.