**Minutes of Scout Executive Committee Meeting 02/05/18**

Present:

B. Sutton (Chair), T. Sutton (GSL), P. Hickman,

L. Culley, M. Culley, R. Clark, M Pearson, D McKay, J Ablett

**Apologies**

H Staff

**Minutes of last meeting**

These were agreed as a true record, and then signed off.

**Matters Arising**

Gas Cage, Ground anchors are handed over to Terry

Mess Tent, Martin to write to John Whitehead with thanks and invite to camp and order the tent

T Shirts Quote for embroidered logo, front and back approx £9 and just front approx £4.55. All agreed front only, Mark to price check with a local company and go ahead with the best price.

Sign is now up, thanks to Deb and David

Outside painting, to be looked at for over summer, specialist paint needs to be used so we need to decide if a parent working party can do it or we get community payback team or pay someone.

Camp benches, Bev to investigate

Grass, Bev to contact David to reassess access, Terry has a parent wanting to quote also and he is doing first cut for free but won’t dispose of the grass.

**Fundraising**

Easter eggs for raffle raised £23

Curry night Great night as always raised £126

Asda token scheme now running

**Camp**

Terry chasing paper work all except one set has started the process

Health forms slow to come in Mark to send reminder email

All activities are booked

Bev has ordered cake and requests logo Jpeg

Helen and Lucy to meet for food planning

Camp meeting set for 13th June

**Data Protection**

We need to comply with new data laws by the 25th May

Robert is to set up a spreadsheet to contain all data we keep on Children and parents data which will be secure, Mark will be in control of it but Robert will have access as back up.

Hard copy of essential data to be kept lock up at the hut with combination lock so all leaders have access to it on meeting nights, this will be Names, addresses, emergency contact and phone number

A cloud storage needs to be chosen, all data checked and approved and then updated, and apart from essential data above destroyed/returned. Letter to be sent to all parents to confirm information and notified of update.

Terry suggests sending out form to get full set of info and start from scratch, Robert to edit PDF form and forward to Mark to send out with cover letter.

**On Line Banking**

It is decided that this will be looked at when the signatories are all sorted

**A.O.B**.

Paul request use of the Hut on the 9th of June, All agreed

Church Fete on 16th June, Jordan suggests we have a display to promote scouts in the village exhibition part. We have recently had old flags donated from early days of Claydon scouts and can produce a display with photos etc

Jordan enquires about a Facebook page, all agree it’s a good idea but we need to get new data protection in place before we can go ahead.

Christmas Post, Terry and Bev away from the 14th Dec so we need a plan in place for the final sorting and delivery of card terry would normally do, also need a decision on Bramford, if we are willing to take it on this year without usual assistance

**Date Of next Meeting**

Wed 13th June, 7.45, at the Culley’s to discuss Camp