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

Present:

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

L. Culley, M. Culley, M Pearson, H. Staff, D McKay,

**Apologies**

J Ablett, R Clarke

**Minutes of last meeting**

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

**Matters Arising**

Mess Tent, has arrived martin to deliver to hut on Friday.

T Shirts Awaiting cheque payment. Bev to send off.

Camp benches, Bev has ordered and should arrive in time for camp

Grass, Grass has been cut by David, He says it will be more expensive, due to the weaving in and out of the new saplings planted. It has been decided to await costings and make decision on whether we need to move them.

Data protection Mark has found official spreadsheet format from scout website so Robert needn’t produce one, it is up and running forms are coming in slowly. Data is to be entered and hard copies destroyed or returned, only hard copies should be essential data at the Hut for emergencies: Name, Address, Emergency contact name and Number and Doctors details. Also care plan needs to be in place for each child, Name, allergies, Doctors details

Recruitment Mark suggests having meeting to only discuss recruitment, an none executive meeting and invite Steve Leech

**Fundraising**

Helen says she plans to do car boot this Sat but wants to be able to cancel at the last minute if weather bad so won’t be asking for help.

**Camp**

Helen and Lucy to meet on the 29th to book Tesco delivery

Leaders/committee meet at hut 9.30 to load up and arrive at Hallowtrees 12noon, everyone else arrival 4pm

Fridays quiz sorted by Helen, Ice breaker games to be impromptu with sports equipment/parachute

Sat, activities booked, AGM set for 6.15pm Terry to contact commissioner to request presence from 6pm. Send families to table top football at 5pm so leaving camp free to set up evening activities. Unable to book camp fire, just have to hope! Terry and Wayne to BBQ. Helen and Paul to organise songs and skits.

Sunday, sponsored event A-Z nature hunt, lunch to be ploughmans/eating up left overs

Mark to produce certificates for fancy dress etc Helen and Lucy to add prizes to tesco shop

Mark to send reminder for health forms and payment by email

Terry has all DBS in place except Martin and Jordan

Lucy to order 1st aid Kit, accident log to be added to kit

Risk assessment to be completed by leaders on arrival day 12-4pm

Martin to liaise with John Whitehead about timing his photo op

Badges have arrived, T-shirts need invoice paying, Bev to send cheque. T-shirts to be handed out on Friday night.

**Accounts**

John Phillips has returned 1st draft of accounts, Martin has circulated and requested any comments to be sent to him by close of day on Monday 18th for him to go back to John Phillips with

**A.O.B**.

Army reception attended by Mark, Robert and Martin, Marks states was interesting and possible ongoing leader opportunities, he will keep enquiries going.

Mark requests final reports for AGM, Roberts only one left outstanding

We have received leaflet about Amazon seller site, if people log on to Amazon though this site and we can collect a small percentage of sale, Helen to look into.

**Date Of next Meeting**

Recruitment meeting 7.45 11th July 2018 at the Culleys