**1st Claydon Scout Executive Building Committee**

**Minutes of meeting held 01 March 2023**

Present: Mrs M Allan (Chair) Mr M Culley (Treasurer)

Mrs B Sutton (Secretary) Mr P Harman

Mr T Sutton Mrs R Clark

Mr P Hickman Mr M Pearson (GSL)

Mrs R Morrall

**Apologies**

These were received from Mr R Clark and Mr D Rowland

**Minutes of last meeting.**

These were signed as a true record.

**Matters Arising**

1/ Decorating – Almost finished needs Kitchen, Ceilings and white gloss to be completed.

2/ Cosy corner – Carpet remnant for old office – Mr Culley to check and advise.

Fidget Toys, Bean Bags required – Mrs Clark and Mrs Morrall.

3/ The towel holder has been re installed in boy’s toilet.

**Treasurer’s Report**

A transcript can be found attached to these minutes.

The Treasurer advised the committee that he wanted to keep the balance at or over £16,000 as a safety net, so spending would need to be watched in order to keep this amount in reserve, as our current monthly expenses were only just being covered by monthly subs, due to high costs.

**H Q Update**

1/ Spring Clean to be carried out 15th April at 10am – to try and make some space for storage and dispose of unused equipment.

2/ Day Trip – Following costings – prefer to do as Rendlesham visit.

3/ Asbestos Report - £100 – Book John Beaumont to carry this out.

4/ Defibrillator - This can only be done by means of a special fundraiser or grants.

5/ John Large has submitted a Bill for Lawnmower Repairs and Service - £152

6/ Payment of Subs – Smith Family – The children are not attending regularly – but Exec feel that parents are not playing fairly, but it is not fair to punish the children. Damien has advised that he doesn’t want to attend, and does not take part an active part in topics.

**Section Updates**

1/ Numbers are going down – lost 2 x Cubs and 1 x Beavers and we do not have waiting lists.

2/ Cubs – working well. Good hike last week with no incidents or concerns. Police interaction session was well received.

3/ Beavers – 2 badges completed – attendance is around 11 each week – District have organised a visit to Baylham Rare Breeds Farm on 1st April – poor response from parents so far.

4/ Scouts – last session was pancakes made over handmade stoves followed by films and sleepover at HQ.

5/ OSM is up to date.

75th Anniversary Activities

Badges are on order.

As discussed earlier, think maybe Rendlesham might be better option for event

T Shirts placed on back burner at present – may be able to do similar but at lower cost.

Mark to book Hallowtree for September 1 – 3

Incident Reports

Nothing was reported.

Website

Mark has updated this.

Compliance Spreadsheet

This item was deferred to the next meeting as Mr D Rowland was not present, due to work commitments

Budget

The Chairman suggested we employ a cleaner on a monthly basis. However, the Treasurer advised that this had not been included in the budget and Leaders cleaned the hall after meetings.

It was suggested that maybe when the hall is to used for outside or extra use special attention could be taken by the group leaving the hall – especially regarding toilets and kitchen area.

NB The hall is booked for following dates in April:

1st April - Chocolate Bingo

2nd April – First Aid Course

Fundraising

Quiz – Beverley to ask Neil West to do a quiz 18th November at HQ – Flying Fryer has been booked for after 7pm.

Cub Café – 11th March – Mrs Allan has used the £10 Co op voucher to purchase Easter Eggs for raffle prizes.

Risk Assessments

All in order

Any Other Business

Coronation Fun Day – we have been asked if we would like to take part in the village celebration on Monday 8th May on the Recreation Ground - Mark suggested a popcorn selling stand, with maybe a recruitment angle as well for children and adults. This date is the day after Mrs Clarke celebrates her 30th birthday.

Succession Planning – Martin Culley advised the executive that he intends to step down from Scouting at the AGM so we will need to recruit a new Treasurer. Mrs Sutton advised that she would be looking to step down in 2024. So, we need to start looking for a Treasurer, Fundraiser and 2 x exec officers this year if possible.

AXA have enquired if we need any work carried out as a volunteer day – suggestions were made to either dig out the shed or repaint the Mural.

Mr Culley asked if the Leaders need ID badges on lanyards or photos on a board – Matter to be considered at the next meeting.

AGM reports to Mark by 30th April

Next Meeting

The next full committee meeting will be 19th April at the HQ – 7.45pm

Mr Harman offered his apologies in advance