** 1st Fressingfield Scout Group**

**1st Fressingfield Scout Group Executive Meeting**

**6th December 2022 7.30pm held Virtually**

1. Welcome

**Present:** Andrew Aalders-Dunthorne, Dawn Carman-Jones, John Coop, , Gail Jerman, Robin Chew, Emma Petty, Sarah Mortimer

1. **Apologies:**

Michael Knights, Nathan Hunt, Alex Dinsdale, Karine Last

1. **Approval of Minutes**

MK had raised the matter of uniform and how we support buying of uniform in the current climate; this had been discussed at previous meeting but omitted from the minutes. AAD confirmed it had been discussed but was something to look into next meeting.

1. **Matters arising from previous minutes not covered on the agenda**

None

**Chair’s report:** DCJ highlighted need for a Group secretary. She thanked RC and EP for offers to support this role. DCJ proposed that GJ was willing to take on the role remotely. JC asked how GJ felt about this. GJ said she was willing to take it on

**AAD seconded the proposal and all agreed.**

**ACTION** – Compass to be amended accordingly – DCJ

1. **Treasurer’s report**

Statement of Accounts

Report had been circulated to members prior to the meeting.

Several transactions had been made regarding the cart lodge.

Main a/c had £8719.00. Some money had been transferred from Development a/c due to payments for the cart lodge and to avoid being overdrawn.

Computer equipment has been paid for, but a grant of £2800 has not yet received

Amount to date was **£7182.00**

Development a/c **£4500** once all grants received and all payments have gone through.

Waiting Gift Aid payment of £2500 to come in

Subs have gone up again and over £1000 this month

Overall in a stable position financially.

Explorer a/c £11,216

*Questions:*

DCJ: The £215 for Brownies, is that annually?

JC: No it is termly. Latest cheque has been received and banked but not yet showing in account.

RC: What are the implications of cash flow? Is there anything different we need to do?

JC: We need to get the grant money in as soon as possible or the balance is very tight.

DCJ: How do we access the grants, for example IT grant?

JC: Sharon Knights has chased this and is money is supposed to be on its way.

AAD confirmed this

JC: For the cart lodge we need to submit invoices as we progress, we do not need to wait until the end of the project

Grants:

Sharon Knights has worked on the grants

AAD confirmed a number of submissions had been made but no further updates yet.

Fundraising: Santa Run and Gang show are coming up and should raise significant amounts of money

AAD informed committee that the 4 Explorer scouts going to Kenya had almost raised the £10,000 needed

1. **HQ Development Plan**

Cart Lodge

JC shared details of the project which had been circulated prior to the meeting. The original specifications were not accepted by building control and higher standard was needed due to size of building. Revised quote was substantially over budget and a separate application to building control was needed. An alternative plan was put together and JC had spoken to a local builder who had agreed to build it at reduced cost.

It is planned to be finished by Christmas subject to delivery of all materials.

DCJ thanked JC for the significant hard work he had put into this project.

*Questions:*

RC: Where are we with building control? What standard are they applying?

JC: Building control application needs to be submitted but can be done retrospectively. Part of the submission needs to include outline plan. Steve (builder) has been involved and Buiding control have checked progress and seem satisfied with work. JC will keep building control involved and checking as work continues.

Main building

AAD explained the main building had still not been signed off and some compromises had needed to be made. 1 extractor fan had been installed in kitchen but anticipated another one would be needed

AAD was concerned about amount of moisture in building due to lack of heating. Some chairs were getting mouldy and needed to be cleaned.

DCJ: Would a de-humidifier be more economical than increase heating?

AAD: A new de-humidifier would cost around £1000 and then needs to be emptied by someone. Was not sure if it would be cheaper. Over Christmas he would give building a deep clean and raise temperature a few degrees to see if that improved situation.

1. **GDPR/Safeguarding/Health and Safety** – RC had no incidents to report
2. **GSL report (AAD)**

All sections re growing so subs are up.

Recruitment – Julie Barry had been to Laxfield Primary and promoted FSG

Harleston Group has almost collapsed and all scouts/explorers have transferred to Fressingfield.

Daily enquiries coming in for spaces but this all means we are still short of leaders.

All sections have good programmes in place

Census in January will show big growth in group

Leaders are 100% compliant with training

2 Leaders have received Woodbeads

1 Leaders completed water training

6 new adult leaders

Still need more due to increased numbers in groups (now over 200 members including school sections)

Gang Show on Friday- raffle tickets coming in. EP requested raffle is drawn in interval rather than end of show.

DCJ said Facebook is being used well to promote the groups.

No questions for AAD.

1. **Chair’s Report** – nothing more to report
2. **A.O.B.-** none

DCJ thanked leaders for all their hard work and wished everyone a Happy Christmas

Date of next meeting: **Thursday 2nd February 2023**