

82nd Craigmmond Scout Group

Executive Meeting Minutes

Thursday 01 June 2023 @ 7.30pm

Committee Room, Kirk Hall

Present Sarah N Sandra S James C, Donald B, Mike T, Paul R, Claire, Steph, Rebecca, James H Helen S

1. Apologies & Minutes of last meeting

Graham C Jane B
Minutes agreed

2. Matters arising

All matters arising from previous meeting dealt with or ongoing and within today's meeting.

3. Section updates

Beavers Sandra - lots of outside sessions, Ewan Drysdale new helper/leader. 4 moving up after summer. [supplementary info provided by Jane via email after the meeting: The beaver report is 23 beavers, 3 yl's, leaders, Chris, Sandra, Ashely, Colin standing down and Euan Drysdale starting. Outside term, coast guard, visit, the island and Cammo to happen. Dynamic Earth have offered us a date but it's so close to cub camp cubs have said no. We've asked D'mains beavers but as yet no reply. We have to guarantee a minimum of 80 young people staying over which might prove too difficult to achieve.]

Cubs Rebecca - 28 cubs 5 leaders (3 regular) 3 young leaders. North Berwick Camp successful took 20 cubs. After summer 5 moving up plus one from the other group.

Scouts Mike - Outside every night. 8 leaders and 4 yl's at least 2 going to camp. 73 Scouts – having to split when required, but outside is ok with whole section. 6 moving up in September and 6 in January. 10 Leaders – Ansel, Ellie and Ruairidh now PVG'd. Will need 4 young leaders post Summer.

·Programme – Introduction to Scouts, Footgolf, Cycle Dalmeny, Orienteering (Cammo), Cramond Hike, Prep for Summer Camp

·Easter Camp – excellent camp – packed in so much, great feedback, small deficit as did more activities than planned e.g. Escape room

·Summer Camp – 40 Scouts (82nd and 21st), planning well advanced. Water sports via Longcraig, admin coming.

Emerging plan to create second Scout section on Thursday (2 x 40 Scouts). See below.

Sea scouts doing stuff. Sailing only sea monkeys so far, weather kind, good to get them out. Kayaking meeting this week, getting dates & RAs sorted. Windsurfing about to be organised - 3 sessions in Aug. Regatta is in Aug but when P on holiday so 82nd will have to miss it this year. Gold DofE recipients: congratulations to Ansel L and Fraser Mc.

Explorers Donald - 48 on book 6 new starts this term, 6 turning 18 will leave this term. Lots of outside, bank hols and exams have impacted, usually high tends to 20s attend. 15 going to summer camp. Scoping to do an overnight in the Pentlands.

4. Second Scout Unit

Finding a workable location was the biggest problem. Thursday at Cramond Kirk Hall became available. Graham has booked it from September. James and Emma planning that James will lead Thursday Scouts and Emma will take over Fridays. Parents of all scouts were sent a questionnaire asking for preferences. 35 have replied so far: 25 Friday, 10 Thurs. Suggests might be a 50:20 split in favour of Friday. Possible to gradually fill the Thursday group from the waiting list. Discussion re leaders and helpers: some leaders may want to move up from other sections. Suggestion also to contact parents with a request for help, and parents of those on the waiting list. AP Scouts have reasonable numbers across regular parent helper (20 or so) and possible leaders (3). Need cover 70 scouts = 6 leaders (1:12 ratio).

5. Group camp 2024

Sarah to scope with Bonaly for availability. AP Friday to Sunday, older sections camping, Ken's dens for beavers, one night only (poss. split 50:50 Friday and Saturday nights). Bonaly will need to buy in activities coordinators for this. AGM on Sunday and presentations to kids. If Bonaly not available, possibly Fordell. Steph and Sandra happy to be involved and help.

6. Fundraising

- Plant Sale report very good this year, thanks for all volunteers' help. Costs £4.5k income £7.5k. James K looking for help for next year's one. Day sales, collecting boxes from supermarkets, arranging volunteers, Sandra & Steph volunteers, Claire will collect the boxes, Rebecca and Helen to have roles allocated, Sarah will run the stall at the fair. James noted that Eilidh one of the patrol leaders has been hugely involved and committed and family too – she is doing Rovaway and it was suggested she should get some of the proceeds towards her fundraising. All strongly agreed, and £500 decided on for this year and expect the same for next year. [Also suggested to get Eilidh on the group camp team too – SN to contact her AP]
- Forward Planning - card readers (Sarah to check the bank for whether the pay-via-QR code might work as a backup) all agreed the card reader is more accepted by the majority who are paying at e.g. plant sale or hot dog stand. Banner, aprons Donald to get Stu to do these. AP Christmas fair – discussed expanding to provide teas coffees, toasted marshmallows and smores. Also discussed the possibility of getting a stall to sell section-made decorations. (Sarah to approach Christmas Fair organiser to get agreement on both of these AP)
- Duck race, Sandra and Steph interested in running this 2024. S,S and James to get together to discuss. AP

7. Finances

- Treasurer's update - closed off FY with £18,450 in bank. Included 2020 and 2021 gift aid. 2022 gift aid to be claimed AP

- Subscriptions update some still outstanding, not too many. Claire will pass parent names to leaders to follow up. **AP**
- Subscription for 2023/24. Other groups charging more, but on termly basis. 65 explorers 80 scouts. After discussion all **agreed** to keep fees at the same level as 2022/23. Feedback from parents is that the fees letters are issued too close to Christmas which is a strain on budgets. Plan to get letters out early when term starts. This year Claire will coordinate the letter rather than section leaders. On OSM, need to set up a Cramond whole group email list. James will help Claire to set it up. **AP** Discussed using for other whole group messaging too. And a narrative for the AGM setting out how subs received compare to fixed costs, annual spend on running the sections and what the source of the surplus is. **AP**: Sandra

8. Updates:

- Executive Health check (b/f from Feb meeting). Mike provided an updated version in advance of the meeting. No red items. Finances, Leaders, Training, Safe scouting, Keep on scouting all green. Two amber items: Governance re group exec having sufficient parent reps [**AP**: Sarah to check with Graham], and Operational Matters re servicing of gas equipment and secure storage of gas. Servicing expected to be done by 10 July. **AP**
- Recruitment – Executive & leaders: dealt with under health check.
- Equipment & storage donated various sizes of tents. Paul: sea scouts - wayfarer gifted before pandemic, mast cracked, looking for 2nd hand boat to strip for parts. Got a bargain boat, lots of brand new accessories £800. Expects to make 2 boats from 3 using these two and CBC even older boat. Kayaks some (3-4) quite old, good to get smaller ones £600. **Agreed** wayfarer and kayaks will be funded by the exec. Paul to give invoices to Sandra. **AP**

9. Group website review

No update available **AP** Graham to be asked to follow up with Grant

10. Parent queries

Cramond Primary have request to use the group BBQs again. They were put away without being cleaned last time. Agreed to lend them, but need them cleaned for ride to the sun that night. Discussed whether group charge or not let them use in future. Agreed to consider at next meeting. **AP** Additional discussion re age of the BBQs and what to replace with. **AP**

11. AOB

- Date agreed for AGM: Friday 22nd September 18:00
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12. D.o.N.M 24 August 2023 – Helen to circulate and put on Exec website and Graham to book committee room please

AP's:

Group Camp: booking for 2024 (Sarah) and planning

Plant sale 2024: James K to contact volunteers, Sarah/James to ask Eilidh to help again with plant sale and also group camp.

Forward planning: Donald to arrange with Stu to get banners and aprons printed

Duck race 2024: Sandra, Steph and James K to meet separately to discuss

Christmas Fair: Sarah to seek approval for additional refreshments on hot dog stand and for an inside stand with Xmas decorations

Finances: Sandra to claim 2022 gift aid, Claire and James to organise whole group DL and subs letter. Simple analysis of fees income and outgoings for AGM - Sandra

Subs: Claire to pass names of unpaid subs to relevant leaders.

Health check: Governance - Do we have enough parent reps on the group exec and

Operational - Gas storage safety, gas equipment servicing.

Equipment: Paul to be reimbursed for wayfarer and kayaks

Group website review and document storage: Graham to be asked to follow up with Grant

Next meeting – discuss BBQ lend/hire out and which ones need replacing due to age and wear.