

Executive Meeting 19th May 2021: Notes and Actions

1. Minutes – no matters arising

2. Fundraising

- Plant Sale – Sarah and Graham offered thanks, James indicated he may get matched funding, put in 50 hours, put in 150 hours across the Group (60 Delivery Hours). Gifts sent from Group to Kistruck family. Nursery delighted. No one asked for “frost” refund. Transfer balance to Group. Grapevine would like an article re the Plant Sale.

- Other fundraising

- o Leave Duck Race for 2021?

- o Ride to the Sun – no personal transport but will offer bike transport – needs to be decided whether Scouts involved

3. Section Updates

- Explorers – 30 at moment, Eilidh turned 18, Lewis Bright QSA, Eilidh Newlands YL Buckle, carried out practical skills for 9 Bronze DofE, Nights at Cramond Island including investiture, Widegame, 3 more nights to plan, summer camp provisional dates out – avoid overlaps, 20 to 27th, new Leaders – Sam W/Chris T both helping, plus Peter B from Slovakia plus Ruairidh Wood.

- Scout population 64 Scouts including 4 girls – we have taken a number off the waiting list with great feedback

- o 8 Leaders and 3 YLs – Eilidh will soon move to SA role so could do with new YL

- o Waiting list – we have four (2 boys and 2 girls) on list – all not Scout age yet – review when we know how many are coming up from Cubs in September

- o Met throughout period – Zoom initially then face to face – so far, we have done Cramond Island Hike, Dalmeny Sausage Sizzle and Dalmeny Bike Ride – going down very well

- o Signed off Amber/Yellow RA for outdoors, Yellow RA for indoors

- o Undertaking CSGA Expedition with 11 Scouts/Explorers on 19km route around River Almond/Dalmeny route – 22nd May

- o Summer Camp - we can no longer use Loch Tay – looking for alternative site for shortened camp – but needs Scout Scotland confirmation

- o Training – all leaders in Scouts have current First Aid, Safety and Safeguarding – next step is to get those who have been leaders > 3 years their Wood Badge by September 2021

- Sea Scouts not operating

- Monday Cubs – 36 cubs, some movement as parents choosy, 10 for Scouts in Sept, 9 beavers to come up, meeting outside- naturalist and environment badge plus cyclist activity badge – 1st to 3rd Oct at Bonaly – Mike inducting Jenny Chan as new Leader
- Friday Cubs 33 cubs, attending meets 2 weeks out of 3 - tent pitching, athletics, Cramond island, science badge, captures the flag, feeding ponies - 4 leaders and 3 YLs
- Monday Beavers – 24 Beavers - 4 weeks done, putting up tents/bivvies, litter pick, bike ride and orienteering to come – 4 leaders – lost Mike/Karen joined, all staying on for 12 months – 1YL Reuben not joining as has exams, Beavers desperate to join – potential activity days at Fordell
- Friday Beavers – 24 Beavers – no meetings f2f since December – restart this Friday orienteering in Cammo, games evening, beach sports, to come – all outdoors – induction session with Colin Forrest
- 10 names of parents on waiting list who want to get involved – Graeme interviewing them

4. Finances

- Group Account
 - o Lisa and Sandra to do handover – handing over payments to Lisa to pay
 - o Balance is £19,248 – all big expenses out – Unity Insurance not for £600+??
 - o HMRC Gift Aid £9k +
 - o Some subs outstanding – approx. 8 part fees -write off?
 - o Pure Utilities – being billed for Sea Scout Cellar – want to get Charity Exempts – but not allowed as we have not submitted our accounts to OSCR
 - o Monday Beavers not paid – Sandra to sort
 - o Some renovation work required to Sea Scout cellar – quotation £17k to be split between 12 properties – to be paid out of Group
- Scout and Sea Scout Account
 - o Summary – provided by Mike (see attached)
 - o Agreed Scouts should transfer £3740 (retain £1,000)
 - o Gift aid Small Gift - £612 to Scouts (keep with Group) and £1174 to Explorers
- Graham had discussion with Mark Hesketh DC about supporting other groups who was very grateful – those Scout groups who have own halls had shortfall but LA supported them, potential recruitment campaign for 5 Groups lead to need for more Section resources – possibly support them with a donation from 82nd to kick start sections. Longer term no immediate plan in District for new Group e.g. in Pilton but possibly in Cammo. Possible need

for more hike tents – could we purchase hike tents/hammocks/bivvy bags but offer to District. MH to come back with request.

- Ring fence £2,000 for tents plus £300 per Group up to £2,000 - £4,000 in total
- Paul is supporting Longcraig Explorers with equipment

5. Risk Assessments

System working well with sharing of RAs

All Covid RAs done

All sections will be outdoor until the end of June

6. AGM and Social Event

Pencil this in for Friday 10 September 2021

We aim for a combination of an AGM and a social event if feasible in person

We will present awards such as Chief Scouts, Leader, Wood Badges, etc

Hoping for a marquee/BBQ etc

7. Equipment

New manse door with locks has been arranged already by Mike

Gas must be secured - to be arranged with consideration given to prospect of possible of Manse

8. Executive Health Check

GEC Healthcheck RAG Status and Actions update May 2021

Finances – GREEN from AMBER

- Need to sort Gift Aid Donations including exploring if we can claim back on small donations ie bag packs etc - Lisa/Sandra plus Mike (donations) Status update at meeting
- Keep proposed subscriptions under review as impact of COVID19 become apparent e.g. reduction in young people, increase in UK Scouts fees - GEC Complete
- Plant Sales – agree transfer (amount) from Scout to Group account – Agree at meeting

Governance - GREEN

- Decision required - when and how we run the AGM e.g. virtually via Zoom -Agree at meeting
- Requirement to understand new policies being published in September (UK Scouts webinar on this on 15th July - All Complete

Operational Matters - GREEN

- Review of equipment and storage premises - hall, manse and sea scout cellar - required - Mike, Paul and John Ad Dates to be agreed – Section Leaders putting Asset Register together
- Engage with GEC and Kirk about COVID risk assessments required to facilitate move back to indoor/outdoor face to face Scouting - Section Leaders and GEC Complete for current (amber) and future (yellow) status – undertake reviews/amends if things change materially .

Supporting our Volunteers - GREEN

- Ensure any PVGs which have expired are renewed 90 days after 7th July - 6 to renew across Group - Graham Complete for existing adult volunteers – Graham/Mike working on some new starts
- Keep recruitment and succession planning top of mind – New recruits – Peter Bianchi and Jenny Chan from Recruitment event plus others – update at meeting

Training - AMBER

- All Leaders to ensure they have undertaken Mandatory training –GDPR Safeguarding, Safety and First Aid , All members to ensure they have done Mandatory training – good progress
- All leaders to review SES Website training page to see what Modules are available to support training/attainment of Wood Badge <https://sesscouts.org.uk/events/month/> Complete for some leaders – others at risk of non-completion · All Trustees should have completed new Trustees Training <https://www.scouts.org.uk/volunteers/learning-development-and-awards/training/learners/modules/getting-started-training/trustee-introduction/> Confirm status at meeting

Safe Scouting - GREEN

- Clarify safeguarding requirement of GEC - sent note to Russell Shoulder to confirm Russell confirmed "My view is that the GEC, as trustees, need to ensure that the necessary training is up to date and that any risks are mitigated. The GEC needs to be aware of any safeguarding issue, but, does not need to know actual names as these names are confidential. There should be a line item on the agenda of the GEC for Risk. Risk includes safety and safeguarding. Complete

- Keep abreast of the new "risk assessment" requirements for outdoor activities - UK Scouts webinar on 9th July - Leaders and GEC Sections are producing activity risk assessments to comply with new rules and creating a shared file of these risk assessments

- See bullet 2 under Operational Matters

Keep on Scouting - GREEN

- Most sections have been providing virtual and/or face to face Scouting throughout the pandemic

9. Parent Queries

None

10. AOB

Any trip ideas for individual sections?

Mike repeated idea of hiring paintballing equipment - everyone in agreement

11. DONM

Wed 18 August 2021