

82nd Craigalmond (Cramond) Scout Group

Executive Meeting

20th August 2014, 600 Queensferry Rd

Present Hazel Marshall(Chair)
Russell Shoulder (Group Scout Leader)
James Kistruck (acting Secretary)
Irene Stevenson (Treasurer)
Lisa Rolland, Stuart McAdam, Graeme Hart, Mike Treanor, Hector Black, Paul Rogers, Duncan Davis, Gordon Smith, Rebecca Mill

Apologies Margery Naylor, Vivienne McNiven, Andrew McLellan, Elaine Beeley

- 1 Welcome Hazel welcomed all members and set out the Agenda.
- 2 Previous Minutes The minutes were accepted as accurate.
- 3 Matters arising Remaining agenda items cover all matters arising.
- 4 Section updates
Beavers have 13 on the waiting list aged 6+
Friday Beavers programme highlights for this term are a visit to the Gang Show, swimming, and a joint bonfire with the Cubs. Rufus is no longer going to Monday Cubs, and has agreed to stay as assistant for a while. Gordon McKirdy (son Alexander joining) is prepared to join as an assistant.
Mike has replaced John Adlington as Scout leader. Ian Stevenson is stepping down as assistant leader, but is available to help, given some notice. Hector has moved up to Scouts from Monday Cubs. Scouts had an excellent summer camp at Loch Tay, and their Autumn term highlights include DIY and tubing.
Sea Scouts will be defending the Scottish Sea Scout team trophy (and one other) at the national Sea Scout Regatta on the weekend 27/28th September.
Explorers had 10 for summer camp at Cragan near Comrie, with explorers enjoying a back-to-basics programme including all wood-fire cooking.

5a Finance

Lisa is happy to take over as treasurer. Her appointment was proposed by Hazel and seconded by Russell.

Stuart is happy to start as treasurer's assistant (subs). His appointment was proposed by Hazel and seconded by Paul.

Accounts submitted to OSCR and approved by them. Gift Aid (£2k) submitted. **Irene** to provide accounts to Russell to forward to district treasurer.

Group account stands at ~£14700, of which ~£2200 is the Sea Scouts pot from Sea Scouts fund-raising and sale of old kit. Typical annual costs are around £13k, with typical annual subs of the same.

Section Leaders to submit section accounts to Lisa and Irene, showing the breakdown of the current balance into (i) allocated budgets (e.g. for camps), and (ii) a remainder which should be small. To cover the year 1/06/2013 – 31/05/2014. On receipt, the treasurer will release to that section their 2014/15 section allowance (£450 for Beavers and Cubs, £900 for Scouts).

AGM agreed subs to stay the same. Subs letter to make clear that subs must be paid by end November or young person is not insured, so cannot attend. Payment by cash or cheque, to section leaders or by post to Stuart. After the initial burst, Stuart will attend pack nights to speak to stragglers.

Friday Beavers will continue with electronic subs payments through Online Scout Manager, but the scheme will not be extended to other sections, due to the high cost (3%).

Gordon Smith will investigate other online options, such as Pay Subs Online. Direct payment by BACS was rejected as statement reconciliation is too hard in practice for more than a handful of payments. The early payment discount / late payment penalty may be removed next year to accommodate any increased cost.

Some Gift Aid declarations have expired, and need to be renewed. **Irene** will pass over details to Stuart.

- 5b Fundraising The plant sale was successful earlier in the year, as were section specific events such as Monday Cubs' sponsored walk across the Forth Road Bridge.
- The Duck Race in June generated £1250 for Sea Scouts, of which £500 was gifted to Jamboree attendees (both Sea Scouts). Paul asked for exec comments on giving £200 of the remaining £750 to the RNLI as a one-off donation : no objections. It was agreed that this event should run again next year, and be opened out to more sections to contribute.
- There will be a Car Boot Sale on 27th September, at Holy Cross in D. Mains. Its target is to make £500 for the Scout section. If successful this could also run annually, but is probably too small for all sections to take part.
- Mike said his wife is happy to help with fundraising, for example to approach Edinburgh Airport with a grant request for a specific item.
- It would help fundraising to have specific items to raise for. Scouts are reviewing their current kit, and have already identified nearly £10k of repairs and replacements that are needed. **Mike** to provide a complete list at the next meeting.
- 5c Large projects Hazel raised the position of hall hire at Cramond, where costs are rising sharply but income is static (and may decrease if Monday Cubs folds). Should we be thinking about building our own building? No conclusion was reached.
- 6a Leader recruitment Monday Cubs is the issue. Letters to all parents of Monday Cubs and Monday Beavers produced four negative responses and no volunteers. All Monday Cub parents asked to attend a meeting on 15th September to find a way forward or accept we shut the pack. 15th is an Edinburgh holiday : **Russell** to try to bring forward to 8th September.
- Hazel** and Young Leaders must attend the meeting too. Prior to the meeting, **Russell** to brief parents on what support is available for new leaders. One parent has declared they will become an assistant leader rather than let the pack close.
- 6b Young Leaders **Graeme** will collect required Young Leader numbers for this term, and arrange them.

- 7a Equipment Equipment is often put away in a poor state, and progress to fix it is slow. A quartermaster is needed. This is not a new requirement, and there was debate about whether the lack of volunteers is because the scope of the job is so broad that one person can't achieve it. Paul suggested we should focus on what we could achieve, and get someone to just handle fixing broken kit initially, and see if they grow into the full role we want. **Mike** to approach John Adlington to do this.
- 7b Store tidy **Paul** will arrange a tidy-up session for the Sea Scout Cellar
The Kirk Hall Cellar is also untidy. **Mike** will arrange a work party to clear it, to include the Guides.
- 8 Halloween
Ceilidh Band is booked. Russell showed sample flyers, and the ticket prices were agreed: £30 family, £12.50 adults, £5 children. Price to include supper. Some people with young children wanting to go guising may turn up late. There will be a bar funded by contributions. Target is 150 people.
- 9 Trailer Gift Inverleith DofE group will gift to Cramond Scout Group full ownership of the recently repaired box trailer, on the following conditions.
- That Cramond Scout Group have a use for it.
 - That Inverleith DofE group may use it without fuss or cost
- The exec agreed to accept the gift with these conditions. The use for it has already been proved at the recent Scout camp at Loch Tay.
- Irene** to check the insurance situation for the trailer.

Date of next meeting – 19th November 2014 at 8pm, 600 Queensferry Road.