

DISTRICT SCOUT COUNCIL(SLDSC) MEETING

DATE: 10TH MAY 2021

TIME: 19:30. VIA ZOOM

Item (In order covered, and numbered from agenda)	Description	Who needs to take action and what needs to be done. Information	By when	Finish time
		<u>Procedural</u>		
1 a	Welcome and attendees:	Attendees: Claire Gill, Chair; Rob Row, DC; Victoria Speed, Secretary; Nic Rowe, Chair UCS Committee; James Henson, Ollie Row and Jamie Beeby for (DYCs). Elizabeth Hope, DESC; Kev Peacocke, Appointments Committee Chair, Karl Collins, Treasurer (left 20:05)		
1 b	Apologies	Ellena Holderidge, Network Commissioner		
3.1	Treasurer's report, first item on agenda.	<p>All membership payments (annual capitation) were paid in on time, nobody was late.</p> <p>Net income was £1,529.40 for the year, about £500 less than the budget. Gift Aid will need to be claimed back for the District and Explorers for the last year, and this should be around £400-500.</p> <p>Additional income of £30 from Explorer subs.</p> <p>Making the total income £1,560.03.</p> <p>Expenditure has been in total, £3948</p> <p>£1388.58 expenditure; including £47.97 for Young Leader badges and buckles for belts and £125 on miscellaneous expenses (mileage, postage).</p> <p>District has a net profit of £15.80 after capitation.</p> <p>ACTION: Treasurer to let Secretary know about details of scrutineer (carried forward from last time).</p>	<p>Financial report to follow.</p> <p>End May</p>	19:35

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		<p>ACTION: Treasurer to prepare accounts and have ready for end May, to prepare for AGM.</p> <p>ACTION Ask Network Commissioner to send a budget into the Treasurer of expected spend for Network in 2021-2022. To include spend and where the money will come from (eg charge for an event).</p>	End May	
	5.2 Budget request (see attachment Appointments Budget Request 10May2021)	<p><u>3.2 Finance sub-committee; policies and decisions update.</u> No update this month but a meeting is coming up soon. Chair asked if there are things we can share at the AGM.</p> <p><u>3.3 Insurance policies</u> DECISION: Agreed by the meeting that we will reactivate the insurance policy to cover people at the campsite and on District business – Treasurer to action. This has become important as we have gone back to face-to-face meetings.</p> <p><u>4.2 Campsite finances:</u> District Council had already given a £10,000 grant to the campsite and should come through with a £4,000 grant as a follow-up (this is standard for grant applications made due to Covid-19). Treasurer asked Campsite Chair where the money will come from for campsite spend. To prepare for the possible situation where the additional grant is not made, the Campsite Chair has reviewed the UCS budget to allow if the extra money is not granted.</p> <p><u>5.2 Appointments budget.</u> Appointments Chair presented the idea of a welcome pack including pens (some pens could also be sold in the shop). Meeting room costs will be added. Positive feedback from the meeting to the idea of the welcome pack. It may be possible to seek sponsorship. There was discussion around increasing spend on the pen</p>	As soon as Possible	20:05

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		<p>and having a message on the pen to promote Scouting and make it a sustainable (rather than a disposable) gift.</p> <p>ACTION: Appointments Chair to progress with DC about the welcome pack and a message on the pens.</p> <p>DECISION. Meeting approved a budget of £500 for Appointments Committee now, which can be adjusted during the year.</p>	As convenient	
2	<p>AOB matters to be raised</p> <p>2.1 Review of St George's Day events</p> <p>2.2 Plans for AGM District and Groups</p>	<p>2.1 DC said around 300 young people came through the campsite and he had lots of positive feedback about the online and offline activities. Campsite Chair coordinated the flow around the car park. Chair said well done to DC and the team. DYC's did a lot of online work and the DC said it was quite a challenge to do blended activities on and offline.</p> <p>Secretary is following up on AGMs for Groups so we know when they are and we can invite ourselves to join. DC and Chair started the conversation about the AGM. It should be possible to do some of the AGM on-site and some remotely. One option could be to have 30 people at the campsite and Zoom for remote participation This would be similar to the campfire evening at the St George's Day weekend event.</p> <p>ACTION: Chair, DC and Secretary to plan AGM which needs; An agenda (based on previous years). To include celebration/presentations. Invite some people to attend.</p>	By End May	20:33

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		<p>DYCs could host part of the meeting. For example, ask DYCs to engage with the Sections about what activities to do in the next year. Needs to be planned by the end of May.</p> <p>ACTION: DYCS to feedback to Chair and DC by Monday 24th May.</p> <p>ACTION Secretary to draft an invitation and send it to Chair for approval along with minutes. Hold the date. 7 pm meeting starts.</p> <p>ACTION Chair will step down at Xmas. Chair and DC are thinking about people who could join the Exec to best represent Groups, our priorities and / or the community? Suggestions to Chair and DC.</p>	<p>By 24th May</p> <p>Done 14/05/21 Shared with District Web-site</p>	
		<u>Financial accountability & stability – see earlier</u>		
		<u>Facilities and events</u>		
4	<p>4.1 Campsite Committee update</p> <p>4.2 Campsite Budget for 2021/22 (see attachment Revised budget 21_22 May 2021)</p>	<p>Campsite Chair re-capped on the positives and St George's Day. At present, there is lots of usage by Groups for evening meetings. The campsite can have three Groups at a time, using the separate entrances and exits. A successful work day held on Sat 8th May.</p> <p><u>Magna Park grant application.</u> No word yet from Magna Park about money for the toilet project. Campsite Chair sent out a revised budget. The original budget was based on getting very little income but from getting the additional £4,000 grant from the District Council.</p>		20:45

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	4.3 Campsite Forward Plan update (see attachment Dist Exec scoping paper May 2021) as this contains an update to the forward plan for the campsite.	<p><u>Expenditure on cleaning and cleaning materials.</u> Chair asked if costs were likely to increase due to Covid requirements. The cost of cleaning was based on external people coming in regularly to clean. There is an expectation that Groups clean up after themselves satisfactorily without needing to pay for extra cleaners but this has not always happened.</p> <p><u>Forward plan.</u> Campsite Chair will seek comments and then come back to the Exec and will give an update on the Forward Plan at every meeting. The scoping document should be shared at the AGM as it is a District resource. Chair asked DYCs to look at the campsite and to reflect on the comments that the DYCS have picked up from their meeting with different Sections.</p> <p>ACTION: Comments about the Forward Plan Scoping Document to Campsite Chair by end of May on any of the projects.</p>	End May.	
5		<u>Appointments</u>		
	5.1 Appointments update	<p>Appointments Chair gave an update on the Appointments Committee. 16 people will have passed through the Appointments panel since the last meeting, and the last few of these will be this week. Claire thanked Appointments Chair and Appointments Secretary for taking the work of the Appointments Committee forward. The backlog has been reduced to three people going through this coming Thursday and another four people are waiting for references.</p> <p>Safeguarding work is carried out further up the Scout organisation means that checks are done at a national level, so the Appointments Committee is becoming more of a welcome committee.</p>		20:45
		<u>Group Support / DC Updates:</u>		

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6	DYC update	<p>DYCs said they got a lot of out the St George's Day event and will ask if the DYCs can have part of the District website to add resources to help people run their own forums.</p> <p>What comes up frequently when young people in different Sections are asked what they most like about Scouting; they often say their leader is the best thing about Beavers/Cubs. DYCs would like to get the young people involved in nominations for the DC's awards and also if they can add something to the welcome pack.</p> <p>DECISION.</p> <p>DYCs to facilitate young people getting involved in DC's awards nominations and DYCs to add some relevant material to the welcome pack was agreed by the meeting.</p> <p>ACTION:</p> <p>DYCs to progress welcome pack with Appointments Committee</p>		20:53
7	Chair's update	Already covered through earlier items.		20:54
8	<p>DC's update</p> <p>8.1 State of Groups generally</p> <p>9.1 Groups in challenging situations and Groups Health check.</p> <p>8.2 Microsoft Office 365</p>	<p>DC thanked the DYCs for getting involved and supporting the St George's Day events and activities.</p> <p>A number of Groups have changes in their Executive this year. Network and Young Leaders are coming together well.</p> <p>The meeting had a discussion about, and raised a few questions about, using Microsoft office 365. Appointments Chair asked about keeping records and references. Potentially we could use a Teams channel and / or Shared Drive. Secretary will start using OneDrive to record the minutes.</p>		20:59

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	8.3 DC's award nominations	DC explained about the DC's awards. Nominations are made on a three-month cycle and the next one will end at the end of June. There is an informal nomination process for the DC's award which is available for young people in Scouting and adults. The more formal award process for Long Service awards and the merit award have stricter criteria.		
	9.2 Progress on Covid-readiness risk assessment and return to face-to-face Scouting.	A couple of risk assessments are in progress. Everything is going to plan.		21:03
10	10.1 Training update: 10.2 Compliance and mandatory training. 10.3 Changes to Training programme	Report from Training Manager. Most of the groups are getting on well with training. One group needs some support. Training is concentrating on mandatory training first. The only people with outstanding training are those waiting for face-to-face training. First Aid parts 1 and 2 cannot be done online. First Aid part 3 is a practical and the next date for this is 23 rd May. County will be working through the backlog of people who need to be first aid trained and the numbers of first aiders will increase as these people go through the training process. County are offering more training online and modules are split according to different Sections. More people are getting used to signing up to online training. It is apparent that young leaders are turning into the leaders of the future. Previously young leaders had worked on one module a month, and this felt quite slow to some of them. Young leaders are now completing work at their own pace and providing evidence to the training manager. This is working very well and young leaders are getting through the modules at a faster pace. Three young leader belts are now due to be presented.		21:06

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	10.4 Budget for training – Training Manager to put together after next TM meeting.	DC thanked the Training Manager for her work and Chair commented how well the Districts has done over the last year, with all the work on appointments and training.		
11	Safety monitoring	Nothing to report.		
12	Date of next meeting	Review after AGM		
13	Review of previous minutes			
14	Close			21:14

Victoria Speed

Secretary, South Leicestershire District Council

secretary@southleics-scouts.org.uk