

1st Broughton Astley Scout Group

Trustee Meeting

Friday 26th January

19:30

Scout Hut

Minutes

Attendance and Apologies 19:30	Attendance - Phil Buton (GLV), Jessica Rayns (Chair), Richard Stephenson (Treasurer), Nicola Turpin, Jenny Row, Racheal Maglione, Ruth Burton, Kevin Malkin Apologies - Gerry Mallaghan, Kate Mallaghan, Lisa Konrath, Martyn Snow	
Previous Minutes	The previous meetings of the meeting held on 29th September have been confirmed as a true and accurate reflection of the meeting	
Matters Arising	None	
Transformation	<p>The GLV talks through the set up for the group. It was explained that this is an ever-changing set up which will allow the group to perform at its best.</p> <p>There are changes coming to the Trustee boards in April 2024 which we will need to review and adopt.</p> <p>The group agreed that the current proposal would be a good starting point.</p> <p>The GLV also informed the group that we have been able to secure two new members who will be helping around</p> <p>Premises and Fundraising</p> <p>Resolution – the group accepts the current set up.</p>	
Financials	The Treasurer updated the group on the current position. A full report was shared in advance.	

	<p>It was noted that we continue to have issues with Barclays and getting additional persons on the mandate. Currently it is the GLV and Chair.</p> <p>We are also having issues getting our gift aid account access and this remains an ongoing issue. Attempts have been made to speak with previous treasurers, but this has not proven successful. We have also completed all the forms with HMRC and have also not been successful. This is ongoing.</p> <p>The treasurer commented on the great work in fundraising that has happened this year – not only the traditional Santa Float but also the Car Parking which generated around £800.</p> <p>The expected financial position of the group is due to be in line with our policy and all fundraising monies will be allocated to a separate pot for hardship and sponsorship.</p>	
<p>Premises</p>	<p>The insurance has been renewed for the scout hut with increased levels of cover as it was felt they were too low.</p> <p style="text-align: center;">Property Covered is £125,000 Contents is £60,000 Trailer is £6,000</p> <p>The fire extinguishers have been serviced and in line with the recommendation the Water Fire Extinguisher has now been removed.</p> <p>The 5 year electrical inspection is being redone as there are no records to show what happened last time round.</p> <p>There is also a need to review the emergency lighting in the hut as the need to be serviced</p>	<p>GLV and Premises to action</p> <p>GLV and Premises to action</p>
<p>New Building</p>	<p>The GLV updates in the absence of Gerry Mallaghan</p> <p>Over the past year there has been a lot of work to try to get the group into a position where we would be able to access the funding available. Sadly, this amount of time has been insufficient, and the reality was that this should have started ten years ago.</p> <p>As a result, we cannot access this money and will inform the Parish Council.</p>	<p>Gerry to inform</p>

	<p>The potential for us of some industrial units has also come to an end.</p> <p>As a result the plan to see this come through is to be involved in the Local neighbourhood planning proposals and to petition for a new hut to be part of the agreements with suppliers. This will allow us around 6-10 years to be in a better position/</p> <p>This proposal was agreed by all members</p> <p>The current hut is to be updated</p> <p>A long-term lease to be agreed with Parish for 20 years.</p> <p>It was agreed by all that</p> <ul style="list-style-type: none"> • Suitable resolution for the noise and echo be addressed (sound proofing) • Widening and installation of a fixed ladder be put in place for the loft access • The Kitchen to be reworked to allow for more space for storing the sessional items • Potential to look at installing an intruder alarm and fire alarm • New flooring • Opening up the lower store with double doors 	<p>Gerry to speak to Parish Council</p> <p>GLV and Premises to review</p>
Assets	<p>The group confirmed the following assets have been purchased this year</p> <p style="text-align: center;">Tents Event Shelters Kelly Kettles Knives Bow saws Axes Froe</p>	
Safeguarding	<p>The committee acknowledged the update on the new yellow card policy which is now up in the scout hut and the new yellow folded guides are available for all leaders.</p>	

	<p>The group took feedback on accidents which total 5 in the last period since the previous meeting.</p> <p>The group also agreed that all First aid reports are to be logged in OSM going forward and that this would be trained out to leaders at the next meeting.</p>	
Policies	<p>The group approved and adopted the First aid policy</p> <p>The group also approved and adopted the following in respect to leaders and payments for activities and trips.</p> <p>For all UK based residential, trips and activities, Leaders should not be expected to contribute towards them when the minimum ratios expectations are met. In cases where additional leaders are required based on the risk assessment this should be referred to the Group Lead Volunteer who has the delegated authority by the Trustees to make the decision whether Leaders should contribute towards this.</p> <p>The group discussed whether we needed a behavior policy in place – this was recommended as a good idea and that Leaders should review at the next meeting so a policy can be brought to the Trustees.</p>	GLV to address
Close 21:00	<p>The Chair thanked everyone for their time and attendance. She reminded everyone that minutes are confidential until they are formally approved at the next meeting.</p>	