**MINUTES OF**

**BEDHAMPTON SCOUT GROUP TRUSTEE BOARD**

**29th January 2024 at 19:00 at St. Thomas Parish Hall**

**PRESENT** – Matthew Quinn, Ian Barbeary, Alethea Copland, Barbara Vosper, Judy Colwell, Nigel Vosper, Wayne Thomas

**OPENING PRAYER –** Matthew Quinn

**APOLOGIES –** Julie Stacey, Ian Rowney, Samantha Lawrence

**ACTIONS AND MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA**

Minutes agreed.  Actions updated as follows:

1. MIDAS training £35 per person. Nick to be trained and Elspeth will need updating. Action Nick and Elspeth liaise with Matt. 11/10 – C.F. 17/01 C.F (post meeting note: email sent requesting update). 16/05 – C.F 11/07 C.F. 17/10 Ongoing 29/01 Ongoing
2. Renovation of trailer using donated money from Bernard Stanley: Neil is progressing quote, trailer needs to be driven to Blendworth Trailers. Nigel is going to get a second quote for comparison 15/05 Ongoing 16/10 Ongoing 29/01 Ongoing
3. **Gift Aid**: Letters for Gift Aid and the Havant Lottery – Alethea to draft, leaders to send via OSM 16/01 C.F Havant lottery info on website 15/05 Letter drafted, but may need amending depending on outcome of gift aid / OSM discussion 16/10 Letter is ready to go, pending distribution via OSM – action Nigel. ‘Authorised official’ also needs to be changed to Sam, currently with previous treasurer – action Sam 29/01 Alethea to follow up with Sam for latest status
4. Possible refund from Hampshire for rifle shooting training. Action: Nigel to discuss with Sam 15/05 Forms identified but receipt needed from Neil – Judy to remind Neil 16/10 Receipt received, action with Nigel to progress with refund 29/01 CLOSED

**HEALTH & SAFETY AND SAFEGUARDING**

There was an accident where a Scout cut his hand when using a pen knife. This was reportable as the cut subsequently needed stitches post camp which were applied at the hospital walk in clinic. Relevant risk assessment updated to emphasise importance of re-assessing cutting danger zone when adjusting grip.

**CORRESPONDENCE**

Following email from DC, meeting now scheduled with Group Chair, GSL and Secretary with District team to discuss process for next AGM to support POR compliance.

**CHAIR’S REPORT**

Nothing additional to report other than the Trustee item as above.

**TREASURER’S REPORT**

See APPENDIX A for report (please note the report is outstanding at this time and will be added and distributed as soon as received).

Bank balance is currently healthy at £4,699.37, but capitation is to come out in the next month or so, which is around £2,000. No issues to report.

**BEAVER REPORT**

One leader has returned from maternity leave and there are a few leaders, however there is still a shortage without much contingency for illness. Nobody currently on the waiting list who is of the age to start. The section is currently at capacity at 15. An active programme is in place.

A donation was received; a letter of thanks has been sent.

**CUB REPORT**

26 cubs – at capacity, with a waiting list. Activities planned, including a pancake party and participation in the RSPB Great Garden Birdwatch. Carol singing was also done in December to raise money for charity.

**SCOUT REPORT**

23 Scouts currently – at capacity. Four regular leaders so this is ‘green’. Remembrance Sunday was well attended by all sections. Autumn camp was a success. Active programme is underway.

**YOUNG LEADERS**

Isaac Grubb has received his young leader award, as well as 100 nights away.

**GSL REPORT**

£300 requested for survival box for ‘backwards camp’ and use by all sections, including tarpaulins, para chords and knives. – APPROVED

Gift Aid is now via OSM and a yearly report should be automatically generated by the system in the required HMRC format.

Safeguarding guidance has been updated, yellow cards distributed.

Action – Nigel to send receipt for engraved glasses to Sam 29/01 CLOSED

District has requested that the Group subsumes one of the Squirrel dreys. In principle this is agreed by the Exec, although with some reservations. Some discussion needs to happen regarding transition, hall availability and finances. 16/01 Action: Ian to discuss / investigate. 15/05 Ongoing 16/10 On hold, concerns around lack of leaders for existing sections without taking on an additional one 29/01 GSL to discuss with DC

**FUNDRAISING PAST AND FUTURE**

£221 raised on Bingo night, which was a great success and enjoyed by all who attended.

**Duck Race (16th March)**

Judy is completing the required forms and liaising with the school. Tickets to be sold using cash, to be handed to Judy for paying in. Tickets to be distributed in the week after half term.

Action - Ian to obtain copy of public liability insurance in January and send to Judy 29/01 Obtained and send to Judy 29/01 CLOSED

Action - Sam to obtain Lottery Licence 29/01 CLOSED

Raffle planned for the AGM.

**AOB**

None

**DATE OF FUTURE MEETINGS**

20th May 2024 7pm

8th July 2024 7pm

21st October 2024 7pm

AGM 18th September 6.30pm

**APPENDIX A**