**Minutes of the Meeting of the Executive Committee Leander Sea Scout Group at HQ**

**Monday 13th January 2023**

**Present:** Dick Riches, Robin Burr (Group Scout Leader), Andrew Jackson (Chair), Fiona Firth (on behalf of the Secretary), Simon Leo, Russ Constable, Alex Newman, Paul Lomas – Clarke (Treasurer), Tim Pullen

**Apologies for absence**: Penny D’Souza, Cathy Enright

**Minutes of last meeting:** The minutes of the last meeting on 16th January 2023 were approved as an accurate record.

These actions are carried forward from previous meetings and remain open:

1. Fire Marshall Training **(Andrew / Robin)**
2. Disposal of Sunfish and Coypus **(Robin)**

**Parent Volunteering:** Jo Connolly has recruited c. 16 parents for the summer Dragon Boat event, Jo is also hoping to secure additional parent support for the regular Leander teas.

The suggestion was made for spring clean event asking parents to help sweep up and have a clear out. Robin has volunteered to lead this potentially around the provision date of Sat 13th May. The disposal of chairs, old sewing machine, materials no longer used. The disposal of materials and some boats (e.g. the sunfish and coypus as previously agreed would create additional space). **Action : Robin to organise and discuss with Jo/Andrew**

Andrew requested the Section leaders let him know of any new joiners where their parents have offered to help out (via Nigel’s recent lists)

**Hirer update:** Jo is managing this now. The matter of the shutter being left open has been raised with the hirer**.** Jo is asking hirers to be considerate when parking, as the yard grass area is getting churned up during wet weather.

**Finances:** Paul reported total funds ~ £64,000. This is after the capitation (annual fees paid to the national Scouts body) and before the boat insurance premium (approx. £2.5k). The meeting noted that this level exceeds our reserves policy. The actual account balances are as follows:

* Main Premium account £57,409
* Free MT account £ 5,894
* Leaders accont £ 812
* Explorers account £ 512

**Total** **£64,227**

The meeting discussed whether all boats should be included on the insurance policy, particularly those with low value. The conclusion was that our insurance policy represents cover for the worst case eventuality, e.g. fire causing loss of all boats. It was agreed that the current boat list matches that provided to our insurers.

**Boats and facilities**

Our two main safety boats are either repaired or having repairs finalised so that we are ready for this season’s activities. The Environment Agency now require us to pay ~£250 fee per powered (with fuel) craft. It was agreed that all 3 powered boats need these certificates (Action: **Robin** to arrange)

The larger of the safety boats is ready for collection. Alex agreed to move the trailer, and Tim agreed to collect the boat from the repairers

The meeting agreed the disposal of the trailer (by the wall in the yard). Action: **Robin** will put this up for sale.

Boats – Alert (wooden gig) has significant crack. Action: **Robin, Chris and Dick** to discuss and decide on best repair, potentially involving Mark

Buoyancy Aids: need lettering with Leander stencil. Action: **Andrew** will discuss with Nigel.

Kayak review – all boats checked, two are missing air bags. Action: **Andrew** to action

Robin reported the loss of a buoy chain / shackle. Action: **Robin** to replace

Dick reported investigation into gig pulleys/ropes. Action: **Chris** now taking the lead on this, including possibility of installing electric hoists.

Invoices for Home Counties gig repairs – still not received. Action: **Robin** to remind Mark to invoice.

Defibrillator: Thanks to fundraising by Jo C and generous donations from Guild members, the new defibrillator has not been paid for. It will be supplied and fitted in the coming weeks.

**Galley:** Andrew thanked Ben who has done a lot of work on this. Leaders ideas have been collated and Andrew will now meet with Ben to discuss spec so that we can get updated pricing/quotes. This item will be brought back to the Exec Committee for review, hopefully for the next meeting.

Tim proposed exploring Community fundraising (e.g. Landfill Credits’ Viridor Croydon) as possible source of funding.

**GSL and Section updates:**

All sections and activities proceeding well, thanks to great work by Section leaders and teams. Cathy has extended her helpers and is planning overnight Polyapes trip in April. Robin has a list of DBS renewals (to go on Sharepoint), now being handled by John (Beavers) and Gulshat for the rest of the group, as well as ongoing training.

Scouts : Russ mentioned continued struggle with leaders. With James moving on to a role at Longridge, we are short of one or ideally two regular adult section helpers. There is possible support from one of the parents but this needs to be confirmed.

Alex: needs help with a risk assessment **Action: Robin** to support this.

A number of Scout permits are due for renewal in April and May. **Action: Robin** will send out links to the form and a proforma for self-certification. Bell boating and Kayaking permits are also due for renewals – individuals to action these.

**Health and Safety:**

The bi-weekly fire safety walk checks are being completed (Russ is currently doing these in March). Issues are being addressed as they arise.

Andrew is waiting for a date from David to carry out stair well / nosing painting. Action: Andrew to progress this

Fire Drills: Andrew requested Section leaders do these as previously agreed.

**Leander Admissions policy**

The meeting discussed the proposed revised policy at length. There was universal support for this and the meeting agreed that Leander would adopt this updated policy. **Action: Tim** to finalise the parent summary. **Tim, Robin and Andrew** to discuss how and when this will be implemented, including any transition arrangements from the previous process.

**AOB**

The meeting agreed that they Guild members could park on the grass for their monthly meetings.

River water quality. The meeting discussed the recent water extraction [proposal](https://thames-wrmp.co.uk/new-water-resources/teddington-river-abstraction/) by Thames Water and the sewage outflow data from the Hogsmill (now [published](https://www.thameswater.co.uk/edm-map) by Thames Water). Untreated effluent is now regularly being released into our stretch of the river. The meeting expressed significant concerns for the deteriorating quality of the water; it was acknowledged that Leander has a direct interest in the water quality, and it may affect safety for some Leander activities. Andrew updated the meeting on his interactions with Thames Water and the Thames River User Group. The following actions were agreed; **Andrew** will re-engage with the River Users Group. **Tim** will explore costs of water quality monitoring (with a view to sharing this with other local groups). **Robin** will discus with a previous leader whose job currently includes river water testing and environmental management.

Meeting closed at 21:00.

Next meeting 15th May 2023