**Minutes of the Meeting of the Trust Board (Executive) Leander Sea Scout Group at HQ**

**Monday 13 November 2023**

**Present:** Dick Riches, Penny D’Souza (Secretary), Andrew Jackson (Chair), Paul Lomas-Clarke (Treasurer), Tim Pullen, Russell Constable, Robin Burr, Jo Connolly, Samantha Sing

**Apologies for absence**: Cathy Johnson, Simon Leo

**Minutes of last meeting:** The minutes of the last meeting on 18 September 2023 were approved as an accurate record.

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

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| **Date of origin** | **Action** | **Who** |
| Jan 23 | Fire Marshall Training The meeting agreed that we will have another trained Fire Marshall in addition to Andrew (Tim agreed to do this) and every section will be reminded to carry out an evacuation drill this autumn term and complete the relevant online form once it is done. All section leaders will undergo the same fire marshall training as hirers. | Andrew/Robin |
| March 22 | Disposal of Sunfish and Coypus | Robin |
| March 23 | Certification of 2 powered boats (Pioneer is excluded) | Robin |
| March 23 | Disposal of trailer and chairs as scrap metal | Robin/Russell |
| March 23 | Parent summary of Admissions Policy | Tim |
| March 23 | Implementation of Admissions Policy including transition arrangements (talk through with Nigel) | Andrew/Tim (Andrew to liaise with Nigel) |
|  |  |  |
| Jan 23 | Ongoing investigation into gig pulleys | Chris |
| March 23 | Thorough cleaning of galley with parents | Cathy |
|  |  |  |
| March 23 | Obtain quotes for galley | Ben |
| Sept 23 | How to follow up new parents offering to help | Tim/Andrew |
| Sept 23 | How to maximise parent volunteering (rota etc) | Andrew/Tim/Robin/Jo |
| Sept 23 | Identify parent volunteer pathway (training etc) | Robin/Tim |
| Sept 23 | River Water Quality: consider involving CARA, Ajax with citizen testing | Andrew/Tim |

**Scouting/Section updates**

Scouts at 34 members with another one or two after Christmas, which makes a full complement, to ensure there will be space for everyone at the water activities in the summer. Shooting is up and running – aiming for once a month but dependent on helpers. Cooking and bowling also planned. Richard, James and Chris are also leaders, but with work and other commitments Russell could do with at least two more.

Cubs have been doing fire lighting and will do cooking this week. Tim has been very busy with work so has had less capacity to book trips and outings. Rachel and Peter are assistant leaders and Eleanor is interested in returning.

Beavers is at full capacity (21 including the refugee whom we sponsor). A disco in September was well attended by both Beavers and the wider community,

Tim highlighted that he and Robin can do DBS checks and get volunteers on Compass.

The meeting agreed that all assistant leaders should be invited to Board meetings (with no obligation to attend). All section leaders to pass names and email addresses to Penny.

**Boats and HQ**

Andrew thanked everyone who helped with organising the roof repairs which have now been done at a cost of some £3,500 - there is a 5-year guarantee.

Cathy has had a deep-cleaning quote of £1,000 and already has a quote for £500 so will seek one more.

We are in the process of getting a quote for a wall-mounted heating control (the current one has broken).

Scouts and Mutineers won best in class at the Great River Race and the trophies are currently being engraved.

The meeting agreed that Cubs could purchase the two small kayaks on Ebay at a cost of ~£150 each.

The leak on the Gordon Talbot needs to be addressed – Robin will action this.

Power boat certification is still outstanding – Robin will get someone else to do it.

**Uniform pricing**

White hats and jumpers are getting very expensive: hats are £38 and nearly £30 for a jumper, and although not currently a problem could become more of an issue in a year’s time. The meeting agreed to review in 2024 at the same time as revisiting the level of subscriptions.

**Hirers update**

Jo has done a market comparison, and our hire rates are competitive and generally in line with other similar venues. The meeting expressed gratitude to Jo for managing the hiring of HQ, which is a significant source of income.

Russ raised the issue of finding grafitti made in permanent marker on a windowsill. Jo will gently take this up with hirers.

**Calendar for 2024**

The meeting discussed having a public website including a calendar of events and will keep this under consideration.

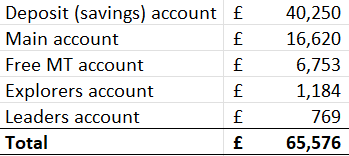
Future events will be discussed on 7th December at a venue tbc – Jo will invite the whole leader team to come along.

**Health and Safety**

Tim, Jo and Sam offered to help Andrew with the fire / safety inspections.

**Finances**

Account balances are currently as follows:



The £40,250 is our new savings account and has already earned £250 interest.

Barclays Bank continue to provide a poor service, so Paul will explore moving the bank accounts from Barclays, potentially to Nationwide Building Society.

**AOB**

All to read ‘Stripe for Dummies’.

The meeting agreed that Andrew will add Leander to the list of organisations which are opposing the proposed Teddington Lock water abstraction plan.

Andrew thanked Simon Leo for raising funds for Leander doing Movember, and Jo for organising the fundraising site. Anyone wishing to donate can do so via this link

<https://gofund.me/c2736f17>

**Next Meeting Dates**

Penny will circulate proposed dates for next year.