

North London District Scout Executive Meeting Minutes

28th April 2015

Held at Scout Park

Present at the meeting: Brian Hosier (Chair), John Cronin (D.C), Aileen Barry, Martin Linsey, Sally Symons, John Walker, Andrew Illman, Tracey Smith, Marlon Marton-Bell, Wendy Rudge

1. The meeting started with a few moments of reflection
2. Apologies: Chris Thorpe, Jack Timbrell, Joan Feakes, Dennis Rowen
 - a. Ralph Kamper and Inna Minakova have resigned from the Executive
3. The minutes from the last meeting of the Executive on 15.1.2015 were approved as correct and signed by the chair person
4. Matters Arising from the previous meeting that are not cover later in the meeting:
 - a. Bye-Laws: no comments have been received to date; this item is carried forward
 - b. Corporation Tax and VAT: this matter is not urgent and the item is carried forward. It will be necessary to continue to review this.
 - c. Fete 11th July: this is not happening
 - d. Title Deeds: there has still been no information from H.Q. This is becoming urgent as assets may need to be transferred from former districts. Brian Hosier is to follow up on this matter.
 - e. 24th Tottenham funding request: This is currently no longer required
 - f. 229th North London: this group is currently in embryo stage. John Cronin is monitoring the situation
 - g. Incident at Remembrance Parade: John Cronin has received no response to his correspondence. John Walker will talk to the organising committee for this year's parade to try and organise matters to prevent the situation re-occurring.
5. Reports from the sub-committees:
 - a. Finance:
 - i. No meeting of the finance sub-committee has been held
 - ii. The current figures and those for December 2014 were circulated
 - iii. All accounts are in the name of North London District
 - iv. All accounts with nil balance have been closed
 - v. The district is down in cash terms due to money spent on Scout Park and advances to Explorer section; there should be income from both of these areas in future
 - vi. There are no financial issues
 - vii. The resignation of Inna Minakova has left the executive without a treasurer. Brian Hosier has had discussions with Chris Dale who is employed as the book keeper in regard to the possibility of his taking on this role as a volunteer on a temporary basis. The meeting agreed it would support his appointment on a temporary basis with a view to seeking a person who was not employed by the

district to take over. Members were asked to make enquires with regard to suitable candidates. A job description can be found on the Scout Association web-site

- viii. Brian Hosier proposed that Chris Dale is made a signatory on the District bank account. This will still require two signatories on a transaction. This was agreed
- ix. Insurances: A list of the current insurances held by the district was presented. In addition a motion picture licence is held which covers all groups in all locations. Brian Hosier would like to have all the renewal dates occur in the same month. There is no district insurance for explorer scout equipment. Some units have their own cover. Brian Hosier is to follow up with Kings Cross unit to assist with finding an insurance.
- x. The management accounts still need adjustments
- xi. Explorer Scout Finances: The system is working. It is moving to sending weekly summaries.
- xii. Capitation has been received and paid
- xiii. Administrator: it was proposed that an administrator is employed. The role would reduce the administrative work of the D.C and district leaders. It was proposed that this would be a job for 25 hours a week costing the district approximately £12,500 p.a. The meeting was in agreement with this proposal
- xiv. Business rates: Scout Park has been granted full relief for this year and Holloway Road for the next 5 years including the flat providing it is used for an employee.
- xv. The accounts for CCI and report of the Trustees to 26th June 2014 have been filed with the Charity Commission. The accounts for Haringey need the signature of Ralph Kamper and will be filed shortly. A final set of accounts will be needed to show all assets have been transferred to the North London District and then application can be made for the former districts to be removed from the Charity Commissions register.

b. Property:

- i. Danemead: The toilet block has been renovated. The district responsibility is as owners of the land. It is not anticipated that any money will be required in the near future
- ii. Holloway Road: The work is over running, hand over now anticipated for July or August. The opening event is 18th September. It was proposed that the services of Salvi Carr are used to find a tenant for the flat, to fit it out and manage it. Brian Hosier is to get the terms for this work.
- iii. Scout Park: Bookings are healthy and there are bookings for 2016.
 - o The Sheridan Hall: Martin Linsey is awaiting estimates for the work. It is anticipated that work to demolish and rebuild will be done in the first three months of 2016.
 - o Concerns were raised with a view to the situation with some bookings that involve all adult, non-scout association, users. These users do not have DBS checks and despite requests some do not remain in the areas which they have booked. It was agreed that these bookings would not be renewed. Martin Linsey is to inform the booking secretary.
 - o Displacement of regular users: Concern was raised as regular users have been asked to give up their booked space for one-off bookings. The

meeting agreed that use by members of the District took priority over outside bookings once booked.

- A request has been received for a memorial to be placed at Scout Park. It was felt inappropriate both as the person concerned was not closely associated with the site and it is not suitable to make the site a place of memorials.
 - A cheque of £1,000 has been received from the Pantomime.
 - It was agreed that Scout Park would be a no smoking zone including e-cigarettes.
 - An enquiry was made if Scout Park could be VAT exempt. The answer was current no as it is not VAT registered; however no VAT should be paid on any work for disabled access.
- c. Appointments: Minutes from appointments sub-committee have been received and circulated. Compass has still been causing problems, it is now getting sorted but there will be a back log

6. Explorer/ Network Report:

- a. The district commissioner is covering this role. It is hoped there will be someone in the role by September. Rachel has been overseeing the Tottenham unit, Marlon has agreed to take on this responsibility. Hampstead unit need to find someone to take the lead of the unit.
- b. Network: Information from H.Q. is that a network re-boot is in process
- c. Most units are running very good programmes

7. District Commissioner Report:

- a. Census: county numbers are 3.3% down, North London is 6.2% down. Other districts local to North London also have a drop in numbers. The drop is analysed to be due to the dis-affection with compass, the closure of two groups in Haringey in the last two months and the reduction in numbers at 12th Hampstead. The county is happy with the district's figures.
- b. Issues with the data base: some data was lost with the merging of the districts. The D.C has sent all groups a copy of the adults currently listed on the data base for groups to check.
- c. The District Commissioner's concerns with the operation of the pantomime continue. It is hoped the management can be transferred to the county with the appointing of the new county commission.
- d. The D.C would like to raise the profile of the district team by providing them with polo-shirts and waterproof jackets. The cost is estimated as £750. The meeting agreed to the proposal.

8. SAS report:

- a. Gwen Sutton a member of the district for many years died on 30.3.2015
- b. The SAS had a post-Christmas lunch in January, and will be having an afternoon tea and barbeque event later this year.

9. AGM: The proposed date for an AGM was the 25th July. There will not be accounts for the date as the accounting date will be Dec 2015. It is possible to have a longer period to the AGM to match the accounting date. This was proposed and agreed; the AGM on 25th July is therefore cancelled.
10. Opening of Holloway Road Centre: 18th September; Wayne Bullpit is to attend, DLs to be invited.
11. Defibrillator for Scout Park: The possibility of having a defibrillator at Scout Park with associated training and maintenance provision was discussed. Martin Linsey is to make enquires of other sites to see if they have this provision. Matter to be discussed further at a future meeting.
12. Rammey Island, River Lee: Martin Linsey is meeting with Mark in regard to health and safety. There was not a lot of information available in regard to this site. It is to be added to the agenda as a regular item under property.
13. Dates: Meetings: 22.07.2015 and 28.10.2015 currently both to be held at Scout Park

Meeting closed at 9.45pm