

Minutes of the Meeting of the North London Scout District Executive Committee

24th September 2014

Held at Derwent Road, N13

Present at the meeting: Brian Hosier (chair), John Cronin, Chris Thorpe, Joan Feakes, Dennis Rowen, John Walker, Sally Symons, Andrew Illman, Martin Linsey, Aileen Barry

1. The meeting started with welcome and a moment of reflection
2. Apologies for absence: Rachel Davison, Laura Citron, Jack Trimbell, Tracey Smith, Inna Minakova, Marlon Marton-Bell
3. The minutes of the last meeting had been circulated and were accepted as a true record of the meeting on 2nd July 2014
4. Matters Arising from the minutes:
 - Minutes on-line: it was agreed that the minutes of the Executive Committee would be put on line on the District web-site. Any matters that the committee consider to be confidential will be kept as a separate document
 - The setting up of a CIO: Brian Hosier proposed that professional advice was sought on this matter to decide the best areas to devolve to it and ensure if it is set up it is correct in all aspects especially VAT. The meeting agreed to Brian seeking this advice
 - By-laws: Brian Hosier is to send the by-laws that were used by CCI district to Wendy Rudge for circulation to the committee for consideration and future discussion. Any by-laws recommended will need to be tabled at an AGM.
 - Appointments sub-committee advisory membership: Joan Feakes and John Walker to send lists of people whom they call upon for these sub committees to Wendy Rudge
 - Bank Account: An account is now open in the name of the North London district. Brian Hosier has paying in books for distribution
 - Property deeds: Brian Hosier has been unable to see the deeds as the trust company do not have a facility for people to do this. The company is to send them; delivery awaited
 - Thank you letters have been received from Margaret Rudge and Shirley for gifts they received in thanks for their service to the previous district committees
5. Matters and reports from sub-committees
 - Finance:
 - The account of CCI for the period 1st August 2013 to 2th June 2014 were submitted to the committee and approved
 - The following overview was given in regard to the Holloway Road property: In exchange for the freehold of the site the district were given a 999 year lease on the ground and first floor of the site, and a 999 year lease on a flat on the first

floor intended to be used for a scout keyworker (if not used for this purpose it must be let to another key worker within the district). The district also have another flat which can be let at commercial value. The district is also due overage; it is estimated that this will be half a million pounds. The renting of the flat will be handled by an agency and give monthly income.

- Reports for the cash balance and designated funds of the Haringey District for the period 1st January to 26th Jun 2014 were submitted to the committee. It was explained that these give an accurate position to date but more work needs to be done to make these ready for the examiner. A major and ongoing expense is the work on Scout Park.
- Queries were raised in regard to:
 - debt of £800 re Met Police: Martin Linsey to make enquires on this matter to Shirley and Mel. It is in regard to the use by the cadets and the arrangement is the invoice is sent quarterly in arrears.
 - International /Pantomime which it seems has £200 that has been allotted to leaders for an international event but is not shown as an in/out record
 - Pantomime: There were queries as to whether this is separate registered charity or part of the district. John Cronin is to send Brian Hosier the contact details of the chair so that clarification can be sought
 - Designated funds: proposal as to which funds to carry forward was accepted
- The current balances from 27th June to date were submitted
It was noted that a lot of money is in deposit accounts and not earning interest. It was proposed that £250K is moved into COIF (common investment fund) Ethnical Fund Units and then £50K added per month for the next 6 months. Investing in this way may smooth out any fluctuations in the market price and reduce risk. Use of the Ethnical fund will protect against the money being invested in companies/ activities which the district would consider unacceptable. This proposal was agreed.
- Book Keeping: Chris Dale who used Xero software has been approached with regard to this role. Costs would be £500 to set up and £100 to run. The system would be cloud based so that people with appropriate clearance can get access but only to areas permitted. It was proposed to have a dummy run to trail this facility and go ahead if this was successful. The proposal was agreed to.
- Insurances: please see property sub committee
- Annual Return: The annual return for Haringey needs to be filed by 31stOctober 2014. Andrew Myers-Nobbs is getting a replacement password to enable access.

Property

- A committee meeting has not taken place but Ralph and Martin have met
- A new health and safety policy for Scout Park has been written and was circulated before the meeting. John Walker suggested a change so that accident reporting included workers on the site, both employees and volunteers. Martin Linsey is to rewrite this section and circulate for committee approval by email.

- Insurance: a full review of the insurance has taken place at Scout Park and the property was found to be under insured with no contents insurance. The insurers are to submit a review and report in order to put insurance in place. In a view of this all locks have been upgraded. Scout Park had a break in during the summer; a quad bike and power tools were stolen. The police caught the culprits; the quad bike which was insured had been returned and is being repaired; the power tools which were uninsured and are ruined are being kept by the police.
- Risk Assessments: the majority of risk assessments are now complete
- Electrics: the HQ block has been rewired which will enable the electrician to sign off Scout Park
- Completed Developments: Martin Linsey gave a report on developments that have taken place including the activity store, new office and reception (on site of old guide hut). The old reception will now become the shop. Some work is still on going.
- Future developments: Discussion in regard to future developments that are needed took place particularly in regard to the Sheriden building. The committee are to look at options and put forward proposals with costings including any possible loss of income for the next meeting.
- Neighbour: some neighbours have expressed an interest in volunteering at the site. Martin Linsey has arranged a coffee morning in October to which all neighbours are invited in order to build positive relationships
- Custom Cutters: A new rental agreement has been negotiated including a raise in rent and a 50% contribution to the cost of resurfacing work; this is to be invoiced. Query arose into the nature of the lease/rental situation. Brian Hosier is to enquire.
- Holloway Road site: Brian Hosier reported that the likely completion date is June 2015. The development group is now needed to oversee internal plans and decision make. John Cronin is to get the district team together to facilitate this. The developer has suggested a monthly meeting.

The 18th September 2015 is proposed as the formal opening. It was agreed that a request for the Duchess of Cambridge to open the building would be made. In addition John Cronin would speak to Wayne Bullpit and Matt Hyde (Chief executive officer) with a view to their being invited and reserving this date in their diaries.

- Danemead: The district now has a 25% interest in Danemead campsite with 3 other districts. John Cronin had worked with the DCs from other districts in developing a new constitution and giving strategic direction for the campsite. The process of finding a new warden for the site is underway. It has been agreed that the four districts will take a close interest in the site. It is envisaged that it will provide a backwoodsman style campsite. The site has £70K in reserve. It is not envisaged that at this time there is a need for financial support. Any cost in the future will be split four ways between the districts. A trustee to represent the North London executive on the Danemead committee is required. It was proposed and accepted that Martin Linsey would fulfil this role. John Cronin will inform the Danemead management committee of this decision.

Appointments

- An appointments meeting took place on 11.9.14. Joan Feakes will send the minutes to Wendy Rudge. The next meeting is 15.10.14

- There is currently an issue as the system is 'down' which means DBS checks cannot be made.
- There is currently a review taking place as to who will need to have DBS checks and which ones.

6. Explorer Network

No report.

The district is awaiting the announcement from Gilwell in regard for plans for Network. John Cronin is to check with Hampstead in regard to finances.

7. SAS

The SAS had an afternoon teas which was enjoyed by all.

Letters are ready to go to members of the old Haringey fellowship inviting them to join the new district.

The next meeting is 20.11.14 at St. Luke's Centre; to which the above have been invited.

8. District Commissioner's Report

- The DC gave an overview of all groups in the district. The following notes refer to any where there has been change or issues:
 - 229th is a Muslim faith group; the opening of this group is held up awaiting the DBS clearance of the lead volunteer
 - 228th the beavers have had to be suspended due to the loss of the leader; the cubs are currently being kept open by Martin; it may be necessary to suspend the group and find places elsewhere
 - 211th (was 11th Islington) ask the committee for approval of a new scarf; this was given
 - 34th is unable to continue to use Joan of Arc School. Numbers have reduced.
 - 15th Wood Green there is a leadership crisis with leaders running more than one section. The group has a long waiting list
 - 12th Hampstead the beavers have reopened (24.9.14). Cubs and scouts have lost numbers. It is proposed to restrict numbers to allow the group to re-establish
 - 5th have a beavers colony operational
 - 2nd Haringey has closed; most members have moved to 4th Wood Green

The DC reported that there has been a very high interest in places for beavers, cubs and scouts throughout the summer, it is thought that explorers are more likely to have been advertised and be accessed through peer groups. A number of groups have capacity to take more (although many already have waiting lists) however as is the picture throughout the country there is a lack of leaders.

- Training: County training dates are set to the end of 2014. Dates for the first two terms of 2015 are in the process of being arranged and should be on the data base by the end of October.

9. The Chair person had no matters to report

10. Correspondence:

A message had been sent by the country secretary in relation to health and safety information for group leaders and executive members. John Cronin reports that leaders have these leaflets from scout shops and he can supply the executive with the appropriate ones also.

11. A.O.B: there was no other business

12. Dates:

- Meetings of the executive committee:
 - 15.01.15: Venue Scout Park
 - 28.04.15: Venue Scout Park
 - 28.10.15 Venue Scout Park (or Holloway Road)
- AGM: the date of 25.6.15 has been reserved for this. Venue to be decided.

The meeting closed at 10pm