

## North London Scout District Executive Meeting Minutes

3<sup>rd</sup> February 2016

Held at Ramsay Scout Centre, Holloway Road

**Present:** Brian Hosier (Chairman), John Cronin (District Commissioner), John Walker, Joan Feakes, Sally Symons, Chris Thorpe, Tracey Smith, Wendy Rudge, David Bowman (arr. 7.40pm), Jack Timbrell (arr. 7.55pm), Martin (arr. 8.15pm)

**Apologies:** Dennis Rowen, Aileen Barry

1. The meeting opened with a welcome and words of reflection from the chairman
2. The minutes of the last meeting held on 2 November 2015 were approved
3. **Matters Arising from the previous meeting not to be dealt with elsewhere on the agenda:**
  - a. Eritrean group will not be using Holloway Road
  - b. CCI has now been closed as a charity
  - c. Haringey will need to be closed as a charity but there are still some possible land issues that need to be resolved first
  - d. There has been no information on title deeds from Gilwell
  - e. It was agreed that the District would fund sections to use OSM for their second year (County paid the first). JC will coordinate with Russ and notify groups
4. **Finance:**
  - a. The accounts to 31<sup>st</sup> December 2015 had been circulated pre meeting and a report on these was given by BH.
    - i. It was agreed that £3,632 that Argo (Hampstead) explorers are overdrawn would be written off as a gesture for a fresh start as the unit now have new leadership. A substantial legacy had been received by CCI to support scouting in Hampstead.
    - ii. The accounts need to be filed with the Charity Commission by 30<sup>th</sup> April
    - iii. It was agreed that Heather Rayner be appointed as the Independent Examiner
    - iv. The final accounts will be emailed to the Executive for approval and presented to leaders on 12<sup>th</sup> April at a special AGM called for this purpose.
  - b. Pantomime: A paper had been prepared by JC and circulated after it had been agreed with Southgate District. It was proposed and agreed that an

- 'Active Support Unit' be set up on for the Pantomime. Expenses and funds will be shared equally between Southgate and North London Districts
- c. £720,670 had been received as the final receipt for the redevelopment at Holloway Road. This represented a gross figure of £750k for the deal less the cost of certain works done by the builder but not included in the original specification. It was agreed that £500k will be put into the COIF Ethical Investment Fund and £150k into the COIF deposit account
  - d. Flat at Holloway Road premises: The flat for a member of staff is currently empty. This must be used by someone who is part of North London Scout District or let to another key worker. It was proposed and agreed that as the district does not currently have someone they wish to house in it the flat would be advertised for let to a key worker with a 6 month break clause. JC asked for a short period to try and finalise discussions with someone who might occupy the property and would be to our advantage.

**5. Property:**

- a. It was proposed to employ an administrator to deal with the bookings for all District properties for 16 hours a week at £9 per hour. This was agreed. JC to action
- b. A pension scheme for employees is being arranged by BH
- c. Ramsay Scout Centre, Holloway Road:
  - i. Community Access plan. A community nursery has shown interest. JC is to ask them for a letter of intent with a view to them start in September 2016 dependent on Ofsted and Council approval. BH is to meet with council 4.2.16
  - ii. It was agreed that charges for use of Ramsay Scout Centre would be: £30 per session (i.e. a morning, afternoon or evening) for scout use with district users given a 25% discount; External youth or community groups £50 per session; other users £100 per session
  - iii. It was agreed that staging would be purchased for Holloway Rd costing £3,552. This would be of a light weight so it could be transported to other venues if needed. A ramp to be sought to enable access for mobility challenged users
- d. Rammey Island:
  - i. ML is to meet with Mark to complete Risk Assessments
- e. Scout Park
  - i. ML proposed a list of jobs for the year estimated to cost £50,245. It was agreed that these were jobs necessary to the security and safety of the site and that they should be actioned
  - ii. Sheridan Hall: ML is to prepare a paper of the proposals for the next meeting
- f. **Appointments:**
  - i. South: there has been no meeting since the last executive; dates are in the diary for meetings in the next months

- ii. North: notes had been circulated in regard to the appointments meeting 11.01.16. It was noted that non-attenders were an issue. It is hoped that the newly appointed administrator will be able to minimise this by sending out reminders.
  - g. Explorers: David Bowman is now in post and is visiting groups and units. He gave an overview of Explorer units and reported training is happening. He is happy to have email enquiries sent to him. It is hoped an Islington unit will be established at the Ramsay Centre.
  - h. Network: JC asked for a budget of £1k to be given to Network as it is to ACs of other sections to fund their meetings at Scout Park. This was agreed
6. **SAS:** SS reported that there were 22 members. The group had met for a post-Christmas dinner and were to have a meeting at the Ramsay Centre in April.
7. **District Commissioner's Report:**
- a. St. Georges Day. The District will meet at Scout Park on 24.4.16 for a fun activity day
  - b. Cub Centenary Renewal of Promise: The district have proposed to the county an event at Scout Park on 16.12.16 for cubs which will include a bar-b-q, fireworks, and the renewal of the promise at 19.16. Cubs will either leave by 9pm or stay at the park for a sleepover and leave after breakfast on 17,12.16
  - c. 30<sup>th</sup> Anniversary of Beaver Scouts: An event on afternoon of 17.12.16 if proposed with fireworks, fun activities, and a sleep over
  - d. 24<sup>th</sup> Tottenham, a special needs group. It is proposed that an Active Support Group is set on to manage the Agoonoree camp for this and 3 other groups. This was approved.
  - e. A vulnerable adults policy is needed. JC is in discussion with Tim Kidd
  - f. An opportunity to acquire tentage at a reduced price has arisen. It is proposed that if purchased this would be available for hire at Scout Park to be maintained by ML. This was approved.
  - g. Appointment of District Youth Commissioner. JC is hoping to appoint two people to this role who will also have the development championship role. Each would have either the north or south of the district as their area of responsibility. Both would be ex-officio members of the executive
  - h. It was proposed that the chairperson of the pantomime sub-committee is invited to attend the executive. This was agreed
  - i. It was proposed that the district administrator be invited to the executive committee meetings. This was agreed
  - j. Two grant giving policies are needed for:
    - i. Adult Leader Adventure Training
    - ii. International Camp Activities
 A claw back clause if to be included so that if a leader leaves the district within 3 years of having this training paid for the District could recoup

some of the cost. BH and JC are to present these at the next meeting of the executive.

k. JC gave an overview of groups and leadership in the District

8. **Chairman's Report:**

a. County AGM: the county are hoping to hold the AGM at Scout Park.

b. Bag packing: it is now necessary to register with HQ for this fund raising activity, and possibly other external fund raisers. JC is to check details with HQ

9. **Dates of Next Meetings:** 27.4.16 and 20.7.16. Both are currently scheduled to be held at The Ramsay Centre, but rooms are to be held at Scout Park also in view of the early stage of the lettings process at The Ramsay Centre

10. **A.O.B** asked for permission to replace the two computers at Scout Park which are old. This was agreed

11. Meeting closed at 10.15 pm