

# Minutes of the North London District Scouts Executive

15<sup>th</sup> January 2015

## Held at Scout Park

Present at the meeting: Brian Hosier (chair), Dennis Rowen, John Cronin (DC), Martin Linsey, Ralph Kamper (deputy chair), Sally Symons, Tracey Smith, John Walker, Marlon Marton-Bell, Chris Thorpe, Wendy Rudge (secretary). Jack Timbrell arrived at 8.05 with apologies for late arrival

1. The meeting started with words of welcome and a moment for reflection
2. Apologies for absence: Aileen Barry, Inna Minakova, Andrew Illman
3. Brian H reminded everyone that, if they had not already done so, they should complete and return to him a 'Fit and Proper Declaration'
4. The minutes of the meeting held on 24.9.2014 were approved and signed.
5. Matters Arising from the last meeting of the executive:
  - Minutes to be displayed on the web-site. This was approved. Wendy R will send a copy to John C to be published on web-site
  - Bye-Laws: Those used by the form CCI district have been circulated to the committee. Members are asked to consider these and email any comments; views for inclusion or exclusion or other ideas to Brian H or Wendy R. A draft will then be drawn up for future consideration
  - Appointments advisory members: lists have been circulated to members of the executive showing people who contribute to the north and south branches of appointment sub-committees for the district. These will be attached to these minutes.
6. Finance Sub Committee:
  - The finance subcommittee has not met since the last executive meeting
  - Brian H reported on the meeting held on 19.12.14 regarding the structure and tax considerations of the North London Scout District. Notes of this meeting had been circulated to the executive committee.
    - i. Structure: It was recommended that the District remain as an unincorporated charity; this was agreed by the executive.
    - ii. Corporation Tax: this was raised as an area of concern in regard to the situation arising from non-scout users of Scout Park and the overage payment for the sale of the Holloway Road site. This is to be looked into further.

- iii. VAT: This is an area to be kept under review
- Accounts of the former Haringey District: these are now ready to be signed off. All bills should now be dealt with by the North London District accounting. The former executive of Haringey District should needs to approve these; it was felt this group was represented at the North London executive. It was asked of these members if they were in agreement with the former chair of Haringey signing off the accounts. This was agreed.
- North London Scout District Accounts: The management accounts have been drawn up to the 31.12.2014; these are not yet complete. Brian H reported that the balances are healthy. Budgets will need to be set for future spend.
- Finances of Explorer Units: These finances are the responsibility of the district however units which are active have a lot of transactions which would merit them having their own accounts. The new accounting system allows payments in providing correct code is used. Discussion arose around the way units could access monies for payment of invoices and security for explorer leaders and the district could be provided. The limit on amounts that could be spent without a district signatory, approval of payment by selected members of the executive without the matter waiting for an executive meeting were considered. It was proposed and agreed that a meeting be held with the leaders of the five explorer unit leaders, The Desk, Brian H and John C be held to discuss this and set safeguards so as to support the units.
- Letters have been received from the Jack Petchey regarding the special 15 year anniversary grant and Islington Council inviting bids for funding. It was felt that both of these organisations have been generous in the past; however given the healthy state of the current District finances they should be thanked for the invitation but that this year the District will not be applying for these special grants; but will continue with the Jack Petchey Achievement Award.

## 7. Property:

- Holloway Road:
  - i. The site is progressing well despite time lost due to the weather preventing the early installation of a crane. The realistic time scale for the site to be ready for use is June 2015. The team are making decisions in regard to the site as required.
  - ii. Community Access Plan: Islington council have to find the user and then the district have right to approve or reject.
  - iii. Official opening date: 18.9.2015. A guest list for this event needs to be drawn up. John Cronin proposed DLs for each of the boroughs and mayors; a selected number of adults and youth members from each of the 26 groups in the district be invited. The team is to consider the guest list and the 'style' of the event. It is thought that

is now unlikely that either the Duchess of Cambridge or the new Chief Scout will be able to attend. Executive members are asked to email any suggestions for the event or guest list to John C.

- Scout Park:
    - i. A lot of work has been done on this site.
    - ii. Ralph K presented on the proposed budget expenditure for the year 1.1.2015 to 31.12.15. This budget is still in the process of being built and some alterations were reported to the meeting in addition to the figures shown. It is proposed that in time there will be a three year plan to give comparison over time. The committee suggested some additions to be built into the budget: web-site, automated booking service with associated software license, contingency for unexpected maintenance to warden's house. Ralph K is to make these additions and send budget sheet for circulating to the members of the executive. The committee were happy with the budget and Martin L is compile a plan for the works to be carried out
    - iii. Martin L held a coffee morning for neighbours which was attended by 22 people, 6 of whom wish to become a part of the crew
    - iv. An environmental management plan is to be drawn up with Haringey council.
    - v. Martin L updated the committee on works completed and those currently in hand, and donations of equipment that have been made
    - vi. Martin L reported that the booking situation is good
    - vii. Martin L ask if the District wished to hold a fete at Scout Park this year; a date of 11.7.2015 is pencilled in. There were mixed views on this. John C is to put out a survey to groups to assess their views
    - viii. Schedule of insurance: this is needed; Martin L is in touch the company and has ask for this; he will send it to Brian H when he has it.
  - Title Deeds: the district still need to have information on these; the request to HQ has not as yet been answered
  - Commercial Nursery: John C was approached by 'The Spanish Nursery' with a regard to hiring the Holloway Road site. This will not be possible but the company have shown interest in the use of Scout Park. There is a possibility that the Sheridan Hall when rebuilt would be a suitable placement giving a secure environment with access to secure outdoor space. The use would be term time only, 8am to 5.30pm, currant rental considered is £2K per month for 11 months. John C is to continue the dialogue with this company with a view to a possible future hire.
8. Appointments:

- Minutes from the South appointments subcommittee group had been circulated
  - North appointments subcommittee group have not met since the last executive meeting
9. Explorer/Network Report: Rachel Davison has stepped down from her role with explorers and network scouts. John C is currently covering the role. He is looking to disseminate some areas of responsibility whilst the role Rachel filled remains vacant
- Explorers: John C has met with leaders of three of five units and is collecting information. He is looking into any issues. All units are operating good active programmes. Hampstead and Tottenham have a leader crisis. A new venue has been located for a unit in Upper Street, Islington but there are no adults.
  - Network: Marlon MB met 20 members with apologies from up to 15 others. A good programme of events is planned.
10. SAS: Sally S sent letters to 61 members of the former Haringey SAS; 3 have joined the North London SAS; many did not reply
11. District Commissioner's Update:
- The license for all groups to show motion pictures (DVDs) has been renewed. The license covers the groups so they can show DVDs at different venues. The music licence has not been taken out. If groups wish to play music as part of an event/activity they need to apply for a temporary license.
  - London Challenge Badge; Urban Fox: this has been launched. It is hoped it will stem the exit of members between sections. The challenge consists of a number of fun activities that can be done within London. The aim is to roll it out across all of London Scouting.
  - District Camp: 22<sup>nd</sup>-25<sup>th</sup> ay 2015 at Tolmers Campsite. Planning is in process. Pricing has been published and the organising team is looking for commitment of numbers from groups. Booking will also be opened to a select number of groups within the rest of the county.
  - Groups:
    - i. No issues to report
    - ii. 201<sup>st</sup> Islington are opening a new cub pack. The GSL of the group has asked the executive if the District could give some financial assistance to offset the initial expenses. Cost of hire of premises will be £60 a week. It was suggested that the District cover half the rent for the first 6 months. It was noted that the group have leaders in place and a waiting list. The funding was agreed.
    - iii. 24<sup>th</sup> Tottenham, group for people with special needs that meets at Scout Park. The LA has withdrawn the funding for transporting members to the meetings. The group are looking to supply this service as it is the only way some can get to the meetings. The cost

would be £60 per week. The group have enquired if the District could assist with this funding. Request was agreed and the group are asked to produce a budget proposal so this matter can be taken forward for further discussion as to the amount needed.

- iv. 229<sup>th</sup> North London is a faith based group in a new Muslim school. It is expected to be operational at the start of the summer term. DBS checks have been done and a training schedule for adults is in place.
- An issue arose at the Haringey remembrance service that was brought to the DC's notice by John W. An individual who is not involved in scouting, but was dressed in an out of date uniform, took a position at the head of the parade carrying the union flag. JC has tried to communicate by letter with this individual to state the objections of the District and to prevent any other occurrence. To date he has received no reply. He will continue to try and communicate, and if necessary contact Haringey council in regard to dealing with the matter.
- Training: the diary for adult training has been circulated
- Compass: the current date by which young people should be registered on Compass is 15.2.15. There have continued to be issues with this system.
- Pantomime: John C has set out conditions to be adhered to for next year with clear objectives to be addressed. There is a £5½K surplus this year. This will be shared with Southgate District; the monies have traditionally been put into the international scout fund.
- Danemead Campsite: A new warden had been appointed. There is to be a full refurbishment of the toilets and showers which will used up all current resources. To complete the works there may be a shortfall of £5K. The district may be requested to assist with this. Danemead adds to the portfolio of facilities for the District who are part owners.

#### 12. Dates and venues for future meetings:

- 28<sup>th</sup> April 2015 Executive meeting at Scout Park
- 22<sup>nd</sup> July 2015 Executive meeting at Scout Park
- 28<sup>th</sup> October Executive meeting at either Holloway Road or Scout Park

The meeting closed at 10.15pm

Advisory members of the North London Appointments Subcommittee

North	South
John Walker Rob Sommerville Nick Conduit Martin Linsey Irene Walker Marlon Marton-Bell Judith Harris Chris Thorpe Paul Mari Thomas Graham Petal Caddu Rachel Davidson - Katie Davis	Tracey Smith Alan Smith Mandy Franks James Hatts Chris Hunt Lesley Bugg Joan Feakes Liz Dunne