

Enfield District Council Executive Committee

Minutes: 8th September 2014

Location: Tristram Drive

Present: Graham Gardner – Chair; Paul Symons– District Commissioner; John Dockley – District Treasurer; Jane Jenner – District Secretary; Mark Dowsett , Mike Thurston, Grant Murray, Luke Kirkham, Jake Orros, Sarah Bryant, Andy Heath, Jo Allen

	Item	Detail	Action
1	Apologies	Paul Dockley	
2	Minutes	Minutes from 14 th July 2014 agreed	
3	Matters arising	<p>a. Finalised budget</p> <ul style="list-style-type: none"> i. John circulated a sheet outlining the major expenditure for the last 5 years. ii. The main items were leader capitation and training. iii. Leader capitation should disappear by 2016 and we can decide if the district wants to pay for leaders later in the financial year. iv. Training included the accommodation costs for seminars and kick-start at Gilwell/Tolmers/Danemead. v. All new leaders are given a ‘starter’ pack worth £23. vi. The information was presented clearly and John was praised for his efforts. vii. It was stated that we are dependent on the income from the fireworks. We still have a good reserve but have to keep an eye on expenditure. viii. Tristram Drive generates a good consistent income. ix. Probably need to review Turkey St hire costs. x. Paul S wondered how we can widen our income stream and circulated a paper on sponsorship. With the idea of companies sponsoring specific events. It was felt someone was needed to drive this forward. <p>b. Tree plaque – no movement</p> <p>c. Ray Hatton Memorial – no movement</p> <p>d. Turkey Street – still waiting for electrical inspection to take place.</p> <p>e. CCTV Tristram Drive – on-going.</p> <p>f. Purchase of District colours – delivered.</p> <p>g. Bernard Freeman retirement gift presented.</p> <p>h. Capitation owed by 3rd</p> <p>i. Tristram Drive lighting</p> <p>j. Expenditures policy</p> <p>k. Equipment – Grant has emailed, Paul S had 3 replies.</p> <p>l. Edmonton summer festival – not a suitable opportunity to promote Scouting. <ul style="list-style-type: none"> i. Berry Lodge summer fair – Grant took the gazebos and had good interest from Beaver age families. ii. Still looking for a suitable Edmonton venue. iii. The Meridian Water festival was more promising. </p> <p>m. Tristram Drive risk assessment. Also need one for Turkey St. Need to ensure fire signage is included.</p> <p>n. 1st Enfield <ul style="list-style-type: none"> i. The Scout hut is leased from Enfield Council. To reach the hut you have to drive over the community </p>	<p>It was felt this should be updated each meeting.</p> <p>Paul S to put on website as a job opportunity.</p> <p>Paul S to follow up Grant /Paul S to chase up Rob Boothby Ideas to Paul S by 10.10.14 Add to GSlS agenda</p> <p>Paul S to ask Claire.</p> <p>Proposed a meeting of Mark, Stan, Paul S and</p>

		<p>centre land (there is a right of way.</p> <p>ii. The community centre proposes to develop their land – still giving us access.</p> <p>iii. The plans sound positive.</p>	Margaret be set up to move this forward.
4	Danemead	<p>a. The AGM in July rejected the new constitution.</p> <p>b. Mark Cantle has resigned as chief warden. Paul S acting.</p> <p>c. The chair has also resigned. The new chief warden will appoint a new chair.</p> <p>d. A Job spec for chief warden has been circulated to Enfield and other member district members.</p> <p>e. Interviews to take place 5.10.14 at Tristram Drive.</p> <p>f. A range of meeting are planned for 21st September, the last one being an EGM, where the finalised accounts are due to be presented.</p> <p>g. The new constitution was accepted by the management committee and will be presented for final acceptance at the EGM.</p>	
5	Fireworks	<p>a. Stewards meeting with Paul D 13.10.14</p> <p>b. About 6 members of the firework lighters team are to attend a training weekend 18/19.10.14 organised by Phoenix leading to a City & Guilds qualification. Cost £100 per person (discounted from £180) + accommodation.</p> <p>c. The Town Park now has a water feature – swale. This will require fencing / roping off. This will require another team of people to do the work</p> <p>d. The fun fair has had their position moved.</p> <p>e. Website up and running.</p>	
6	DC Paul S	<p>a. Noah's Ark children's hospice is hoping to build links with Enfield Scouting. A carols by campfire was suggested.</p> <p>b. For the Meridian water festival a traversing wall was built – this can be added to the district equipment list.</p> <p>c. Enfield Town show – now attending. Difficult to staff as same weekend as Big'Un. £100 cash given to Paul S to buy food for staff.</p>	Rep from Ark to meet GSLs
7	Health & Safety	<p>a. Nothing reported to Paul S.</p> <p>b. A reminder that any reportable accidents should be copied to Paul S.</p>	Reminder for GSLs
8	AoB	<p>Jane The previous minutes have not been widely circulated due to the sensitive nature of some sections. It was agreed to move a certain item to 'part 2 – private'.</p> <p>Mark Compass update – new HQ membership database – due to go live during the first half of September. Testing has found a number of bugs.</p> <p>Andy Delighted to announce another 3 Queen's Scouts -Amy Alles-Jackson, Charlie Barnes and Elizabeth Davidson. A 4th is going through the final stages. As previously discussed a budget of a maximum of £100/head is available for a celebration event.</p>	
9	Privacy	None	
10	Date of next meeting	Monday 10 th November 2014 Venue: Tristram Drive	

	Time: 7.30pm	
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Well done Percy for chairing his first meeting!
Meeting ended 9.10pm
JA 21.09.14

Executive Committee Information Sheet

8th September 2014

Actions taken on committee's behalf since last meeting:

By DC	Currently filling the role of Chief Warden for Danemead. EGM arranged to approve constitution. With others attended the Meridian Water Festival with a Scout stand and a Traversing Wall we have built for the purpose. Enfield Council are donating £250 towards the wall. Met with a rep from 'Noah's Ark' who are interested in closer ties with Scouting.
By DDC	Meeting with Andy Love, Edmonton – report to follow Meeting at the end of September with one of our Enfield councillors.
By Chair	--
By Secretary	--
By Others	

Health and Safety:

Reportable incidents / near misses	
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From Treasurer:

Balance on accounts	Current account	£7234
	Deposit account	£8014
	National Savings	£57325
	Edmonton HQ	£11206
	Bond	£5000
	Total	£88779
Other information from Treasurer	--	

From Appointments Secretary:

(Figures for 15/07/2014 to 07/09/14)

nothing to report

Number of new leaders seen by Committee	
Number of OH forms processed	
Number of AA forms processed	
Number of Repeat CRB forms processed	

Matters Arising From Previous Meetings

Item	Responsible	Action
Finalised budget	DC/Treasurer	John to look at average expenditure for the last 3-5 years
Tree plaque	MRD	Ongoing
Ray Hatton memorial at Baptist Church	MRD	Ongoing
21 st Enfield – finalisation of all outstanding bills	Treasurer/MRD	After Council agreeing they own property, finalisation can now take place
Turkey Street – electrical inspection - update	MRD/ ADC (S)	Still awaiting
CCTV camera at Tristram Drive	DC	ongoing.
Purchase of District Colours.	DC	Awaiting delivery Delivered and ready for use
Bernard Freeman retirement and presentation	DC/Roger Gleave	In hand
Capitation owed by 2 nd , 3 rd & 27 th .	Treasurer	Paul S to chase 2 nd Done John to update Paul S on 3 rd & 27 th
Tristram Drive – lighting	GM	Grant to contact electrician to organise quote.
Expenses Policy	DC	Ideas from all to be sent to PS for new policy to be ready for next mtg
Equipment	GM	Email list of person resp in each Group Request for names sent
Edmonton Summer Festival	DC	Is this event appropriate for us to support in future. Checked no
Tristram Drive Risk Assessment	DC	Is one in place?
1 st Enfield	DC/MD	Outcome of meeting with Enfield Council highways