

Enfield District Council Executive Committee

Minutes: 9th March 2015

Location: Tristram Drive

Present: vacant – chair; Paul Symons – District Commissioner; Mark Dowsett – Deputy District Commissioner; John Dockley – District Treasurer; Jane Jenner – District Secretary; Graham Gardner, Mike Thurston, Grant Murray, Luke Kirkham, Jake Orros, Sarah Bryant, Jo Allen, Andy Heath arrived part way through.

Chair: Graham has resigned as chair of the District Executive due him accepting the role of ADC Cubs. Graham is to remain a member of the Exec. Paul S will act as chair until he appoints someone else.

	Item	Detail	Action
1	Apologies	Paul Dockley	
2	Minutes	Minutes from 12 th January 2015 agreed	
3	Matters arising	<ul style="list-style-type: none"> a. Budget – money from the fireworks via the library was £1845 b. Turkey Street – Some remedial work was identified and it was agreed this should be carried out by Phil Green. The electrical inspection is now completed. Total cost about £1100. c. Tristram Drive – lighting completed. d. Tristram Drive risk assessment – approved via email. e. 1st Enfield – no update f. Money to be distributed to 4th and 16th - done g. Resci-annies – unknown if progress made. h. Tristram Drive Wi-Fi up and running. i. Bank mandates – still to be updated. Bernard has now sadly passed away. 	i. John to pursue
4	Exec overnight event	<ul style="list-style-type: none"> a. Due to a lack of chair and difficulty in finding dates it was agreed to postpone this event. 	
5	Community impact Project	<ul style="list-style-type: none"> a. It was agreed via email that the District would fund the bond (£2000) and the climbing wall £600 for this event. 	
6	Kick start / seminar	<ul style="list-style-type: none"> a. Feedback comments included: <ul style="list-style-type: none"> i. Some people appreciated not doing the team building activity that has previously occurred. ii. Good opportunity to meet people iii. Felt it was a ‘presentation sandwich’ (pp/meeting/pp) iv. Lunch then home – waste of the afternoon v. Food not that great vi. Sat pm good vii. Sunday attendance about 100 viii. Seemed quieter 	

		<ul style="list-style-type: none"> ix. Explorer presentation 'One Enfield' very good 'made the day for some' x. GSLs feedback – could it be biannual? xi. Well attended section meetings b. Next year – shorter version, different location c. General feeling Gilwell too expensive and not value for money d. Nothing booked for January 2016 	ix. could the Explorers do a follow up at the AGM?
7	Danemead Grant	<ul style="list-style-type: none"> a. Grant & Sarah visited the toilet block at the weekend. They were concerned by a number of problems. Including stepped access to the disabled toilet / shower; standing water due to leaks. Grant was informed this morning that the leaks had been fixed. b. Concern was expressed that the works did not reach the specification details and the costs involved. Due to open in 2 weeks – appears to be a large amount of work to be completed. c. Concern was also expressed about the chopping down of trees. 	<ul style="list-style-type: none"> a. Grant to raise his concerns at the next Danemead meeting. b. Paul S asked Grant to pursue this at the next management meeting c. Grant to follow up
8	St Georges Day Parade	<p>Jane:</p> <ul style="list-style-type: none"> a. The two playgrounds are booked. Invoice passed to John. b. Invited the mayor – awaiting response. c. Nick de Bois accepted, Andy Love – checking diary, new Labour candidate Kate Osamor has been invited. d. Other invitations have been sent. <p>Mark:</p> <ul style="list-style-type: none"> e. Relevant information has been circulated to GSLs f. Similar format to last year 	<ul style="list-style-type: none"> e. Sent to Paul S for circulation
9	AGM	<ul style="list-style-type: none"> a. Note date change: 7th May 2015. Civic Centre chamber with eating space upstairs. b. The list of invitees was checked. c. It was decided to invite the MPs but as it is election day it was thought they are unlikely to attend. d. Refreshments e. Speaker organised f. Reports to Jane by Sunday 12th April 2015 	<ul style="list-style-type: none"> a. Paul S to email Teresa. Budget £600 for food & drink. Percy will organise drink
10	Census	<ul style="list-style-type: none"> a. Old system back in use due to problems with compass. b. Mark D offered to handle the District side of things. c. John is starting to receive cheques for capitation but does not know who owes what. 	<ul style="list-style-type: none"> b. Mike to send Mark Explorer information

11	AoB	<p>a. Health & Safety – 4th Enfield reported a stranger trying to enter their building. As a result they have increased their security.</p> <p>b. Grant & Percy requested lap tops to allow them to fulfil their roles effectively. It was agreed a budget of £300 each.</p> <p>c. Tristram Drive blinds in main hall covering the notice boards look good. A few more needed – this time just plain purple.</p> <p>d. District camp – Paul S has received deposits from nine groups. The deadline has passed but still waiting for groups to confirm or decline attendance.</p> <p>e. Grant – appointments – 3 or 4 due to attend the next meeting.</p> <p>f. Part 2 - nothing</p>	
12	Date of next meeting	<p>Monday 11th May (Percy sends his apologies)</p> <p>13th July</p> <p>14th September</p> <p>9th November</p> <p>Venue: Tristram Drive</p> <p>Time: 7.30pm</p> <p>Other dates – St Georges Day Parade 26th April</p> <p>AGM 7th May</p>	

Meeting ended 9.05pm
JA 15.03.15

Executive Committee Information Sheet

9th March 2015

Actions taken on committee's behalf since last meeting:

By DC	<p>Attended parents meeting for 1st/27th merger. Group will merge at Easter and become 28th.</p> <p>Attended Heafield meeting.</p> <p>Met with Danemead manager.</p>
By DDC	<p><u>MD</u></p> <p>I became a dep dc!</p> <p>Arranged electrical tests at Turkey Street</p> <p>Arranged lighting for guide container at Turkey Street</p> <p>Investigating trees and roof at Tristram Drive - ongoing</p> <p>Organising St Georges Day, badges ordered, instructions done</p> <p>Registered us for benevity.org</p>
By Chair	---

By Secretary	Sympathy card sent for Bernard Freeman & John Carter's wife Invites for St. George's Day Parade, booking playgrounds etc Securing date for AGM – 7 th May 2015, invite to Mayor Band bookings from April – July 2015.
By Others	Lighting repairs at Tristram Drive Completed. Blinds over noticeboards in Tristram Drive hall fitted.

Health and Safety:

Reportable incidents / near misses	None
------------------------------------	------

From Treasurer:

Balance on accounts	Current account	£7,786
	Deposit account	£23,019
	National Savings	£47,770
	Edmonton HQ	£9,122
	Bond	£5,000
	Total	£92,697
Other information from Treasurer	-----	

From Appointments Secretary:

(Figures for 10/11/14 to 07/02/2015)

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

Matters Arising From Previous Meetings

Item	Responsible	Action
Budget	Treasurer	John to update on state of budget.
Turkey Street – electrical inspection	MD	Update
Tristram Drive – lighting	PS	Quote obtained from Phil Green, given go ahead
Tristram Drive Risk Assessment	PS	Was sent out, approval to be recorded in minutes
1 st Enfield	PS/MD	Update on access over Community Centre land.
Money distributed to be 4 th and 16 th following closure of 21 st	JD	John to distribute - £925.00 each
Purchase of rusci-annies.	PS	Have they been purchased by Richard?
Wi-fi for Tristram Drive	PS	Has it been set up?
Bank Mandates	JD	Have they been updated.