

## Enfield District Council Executive Committee

**Minutes:** Monday 14<sup>th</sup> September 2015

Location: Tristram Drive.

Time 7.30pm

**Present:** Jo Allen – Chair; Paul Symons – District Commissioner; Paul Dockley & Mark Dowsett – Deputy District Commissioners; John Dockley- District Treasurer; Jane Jenner – District Secretary; Mike Thurston; Luke Kirkham; Grant Murray; Jake Orros; Sarah Bryant; Beverley Dockley– Minutes

	Item	Detail	Action
	Thought	Jo read a poignant poem highlighting the plight of those people without easy access to water.	
<b>1</b>	Apologies	Andy Heath	
<b>2</b>	Minutes	Minutes from 13 <sup>th</sup> July 2015- Agreed	
<b>3</b>	Matters arising	<p>a. Benevity Funding -Andy Heath not present to update</p> <p>b. Bank mandates – John proposed Jo Allen as designated signatory to the Enfield District Account, in addition to treasurer and secretary - Agreed</p> <p>c. Jane reported, the £600 agreed for scouts had gone towards Paint balling activity.</p> <p>d. John presented a Statement of Actual Expenditure- he suggested with the loss of a major Fund raising event, an official budget may need to be considered. It was noted that the number of training courses were down.</p> <p>e. Capitation: DC said that the District levy should be added back in to the subs. It was mooted that the subs should rise to £40.00 to cover? It was suggested that groups struggling could request support on an individual basis. Mark to take to GSL's to gauge reaction.</p>	<p>a. Andy to update at next meeting</p> <p>e. Mark to report back next meeting.</p>
<b>4</b>	District Camp	a. Decision was made to cancel the 2016 camp due to a conflicting County event.	
<b>5</b>	Danemead Grant Murray	<p>a. General concern was raised as to whether council permission had been received for the siting of 2 static caravans. Agreed that we needed to see documentary evidence of permission to cover ourselves.</p> <p>b. Grant to raise issue at next Danemead meeting and request documentary evidence to be produced as an agenda item for that meeting.</p> <p>c. Toilet Block- concern over quotes and status of renovation works, whether all decisions were necessarily going through the Management</p>	<p>b. Grant to report back at next exec.</p> <p>c. DC to report back at next exec.</p>

		Committee. DC will be meeting with Ian Tolfrey shortly and raise the matter.	
6	Fireworks	<ul style="list-style-type: none"> <li>a. Officially noted as cancelled</li> <li>b. Jo thanked Mark for representing us and bravely, defending our stance with Enfield Borough Council and Police, though it was finally acknowledged that due to insurmountable restrictions imposed, the fireworks had to be cancelled this year. Issues cited were particularly surrounding stewarding training, general safety and policing, including policing necessary after the event.</li> <li>c. DC had submitted a Freedom of Information Request regarding such arrangements in place for the Alexander Palace event-no response received to date.</li> <li>d. Paul had written to Commissioner of Police but, equally, had not yet received a reply.</li> <li>e. We would publicly announce cancellation of the display but will not attribute 'blame'</li> </ul>	<ul style="list-style-type: none"> <li>c. DC to update on FOI request at next exec meeting.</li> <li>d. Paul to update re. police response at next meeting.</li> </ul>
7	Big Un	<ul style="list-style-type: none"> <li>a. Overall – good weekend though fewer people participated.</li> <li>b. Shame not more leaders attended.</li> <li>c. Suggestion- event could be rebranded and started afresh to make it more attractive to leaders as an opportunity for networking and team building. Mark mentioned that 'marketing' was being reviewed.</li> <li>d. Generally felt though -activities had been amazing. Location on Mersea Island was spectacular. Quiz night was well received.</li> <li>e. Huge thanks were recorded, to go to Jeremy and Mark for organising.</li> <li>f. Mark gave a list of attendees to DC and agreed to email budget to DC.</li> </ul>	<ul style="list-style-type: none"> <li>f. Mark to confirm action.</li> </ul>
8	Mandatory application for charity relief	<ul style="list-style-type: none"> <li>a. Jane reported that she had received the application for the mandatory request for 80% council tax relief.</li> <li>b. The remaining 20% was negotiable at the local authorities' discretion. Mark agreed to assist Jane.</li> </ul>	<ul style="list-style-type: none"> <li>c. Mark to confirm action.</li> </ul>
9	Kick Start Week end Jan 16 <sup>th</sup> 2016	<ul style="list-style-type: none"> <li>a. Extensive discussion took place around the purpose of the event. Particularly whether it would incorporate an Exec Training session. It was decided that Exec training would not form part of the Kick start event as it would make it too long.</li> <li>b. Mark stated it should ideally be more youth led and suggested Queens Scouts could make mini presentations. Paul suggested Kick start could even</li> </ul>	

		<p>form part of the Queens Scout award, he also suggested Jamboree participants could be invited to speak?</p> <p>c. A 'market place' concept was put forward by Jane, with various stalls offering ideas and services to browse during the day.</p> <p>d. The idea of a 'theme' for the event was tabled embracing the idea of change.</p> <p>e. Suggestion of theme – 'Managing change'</p>	
	<b>AOB</b>	<p><u>Training</u>- Highlighted as important to understand responsibilities as Trustees and as a Registered Charity. Jo had been in contact with Cath MacLeod who had agreed to provide training –this would require a minimum of a day and possibly require a spill over session to complete.</p> <p>Since Training would not be incorporated at Kick Start, Jo would book a Saturday, convenient to most, if not all. Jake to send out calendar to exec.</p> <p><u>Fund Raising Ideas</u> for fund raising in the absence of the Fireworks were offered; in particular, Jake suggested a Christmas Market style event.</p> <p><u>Band</u> Jane queried that invoices were just being paid; she was not aware whether the venue-Enfield Grammar School, was always being used. She suggested the band took over the bookings and validated the payment of the invoices before sending to John. DC to follow up with band.</p> <p><u>County Finance Sub-Committee</u> John reported he had been invited to attend a twice yearly meeting and would update the Exec at next meeting.</p> <p><u>Health and Safety</u> DC reported a scout from 29th Enfield had been hurt but was now fine.</p> <p><u>Youth Commissioner Nominations</u> Confirmed only one received</p> <p><u>Bear Grylls Event Oct 3<sup>rd</sup> Trent Park</u> Survival Race, sponsored by Scout Association. Looking for 50 volunteers to marshal the event?</p> <p><u>Regional Development Team District Seminar.</u> Day event. Russ doing one of the sessions.</p> <p><u>Future Leadership Training</u> - At Gilwell, offering training to District team members aged 18-25 years towards becoming GSL's</p>	<p>Jake to send calendar and Jo to book and update next Exec meeting.</p> <p>DC to confirm action re band bookings at next Exec.</p> <p>John to report on County Finance Sub Committee meeting.</p>
		<u>MEETING ENDED AT 9.55PM</u>	
	Date of Next Meeting	9 <sup>TH</sup> November 2015, Venue TBC, Time 7.30pm	

# Executive Committee Information Sheet

## 14<sup>th</sup> September 2015

### Actions taken on committee's behalf since last meeting:

By DC	Attended Richard Osmond's funeral
By Secretary	Sympathy Cards sent to Osmond Family, Steph Moody and Win Morey. District Band lettings application sent to Grammar School for Sept – Dec 2015. Received correspondence from Enfield Council regarding 118 Dendridge Close & 13 Green Street – 80% Mandatory Charity relief – need to discuss at Exec Meeting.

### From Treasurer:

Balance on accounts	Current account	£5773
	Deposit account	£20020
	National Savings	£47770
	Edmonton HQ	£5000
	Bond	£5000
	Total	£83563
Other information from Treasurer	2016 membership subscription will be £25.50 with a 50p, County levy not applied yet.	

## Matters Arising From Previous Meetings

Item	Responsible	Action
Budget	JD	John to update on state of budget.
Bank Mandates	JD	Have they been updated.
Kick Start Event 2016	PS	Review of Kingsmead, purpose and content of day.
Tristram Drive – Windows to be replaced	PS	Update.
District Executive Overnight Event	JA/PS	Update from Jo following meeting with Cath.
Purchase of Ipads	AH/JD	Update.
District Strategy	ALL	Any update.