

## Enfield District Council Executive Committee

**Minutes:** Monday 11<sup>th</sup> July 2016

Location: Tristram Drive.

Time 7.30pm

**Present:** Jo Allen -Chair; Paul Symons – District Commissioner; Jane Jenner – Secretary; Paul Dockley; Mark Dowsett; Pippa Byrom - District Youth Commissioner; Mike Thurston; Jake Orros; Luke Kirkham.

	Item	Detail	Action
1	Thought	As this day was 'World Population Day' Jo read the message from the secretary general of the United Nations.	
2	Apologies	None recieved	
3	Approval of Minutes	After one change (changing Enfield to Edmonton) the minutes of the meeting held on Monday 9 <sup>th</sup> May 2016 were approved as a true record.	
4	Matters Arising	<p>a) Benevity funding – PB has spoken to AH who recommends the ipad pro £619 ea. PS has spoken to the team and MT and PB wanted lap tops. MT happy to use his credit card and claim money back. CD and JA preferred laptops.</p> <p>b) Decision was made to find a Social Media Person for the District – it was felt that the Twitter and facebook accounts should have the same name.</p> <p>c) Implementation of District Strategy update – the google document cannot be edited unless you have a gmail account. (Good to celebrate achievements so may be go on web site?)</p> <p>d) Turkey St – risk assessment findings:  Pipework repaired  Gutter cleared  Found to have a big problem with the floor  Roof not in a good condition.</p>	<p>MT talk to AH</p> <p>PB &amp; JO to co-ordinate a team of networks and explorers</p> <p>Strategey to stay on google docs for the moment</p> <p>Full risk assessment still needs to be completed including the land.</p>
5	John kindly emailed the figures	<p>a)Balances :</p> <p>Current account - £20 754  Deposit account - £38 043  Edmonton HQ account £5 076  Bond £5 000  Total : £70 873</p> <p>b) Capitation – see part 2  c) Bank mandate on Badge account on going  d) 20<sup>th</sup> Edmonton – dealt with  e) There is no news regarding a replacement for John as Treasurer. 2 people have been emailed but to date no response. Concern was expressed about the legality of not having a named treasurer. It was suggested we look</p>	<p>Book keepers: PS ask N London who does theirs.</p>

		<p>into paying someone to keep the books (initially for 6 months) and a treasurer having a more strategic role.</p> <p>f) PD will ask John to pass over the cheque book. JJ and JA are signatories on the cheque book.</p> <p>g) Beaver sleep over heal recently. Corrine is owed £395.05. it was agreed that the district would meet the shortfall. CD to provide accounts.</p>	<p>MD, JJ, MT, PS all got possible contacts to pursue.</p> <p>PD to ask JD</p> <p>CD to be paid.</p>
6	Secretary Update	Nothing to report.	
7	District Leadership Roles - Vacancies	<p>Still looking for:</p> <p>District Treasurer,</p> <p>ADC Beavers,</p> <p>ADC Scouts,</p> <p>Network Commissioner</p> <p>Minutes secretary</p> <p>Appointments secretary</p> <p>Danemead rep –</p> <p>The district is concerned and disappointed that the Scout Association safeguarding procedure takes too long to reach a finding.</p>	<p>JO going to organise a bbq for network aged people</p> <p>Appointments to go through PS</p> <p>PS to ask SB to be a temporary Danemead trustee.</p>
8	AGM/BBQ Wednesday 22 <sup>nd</sup> June 16 Turkey Street	<p>Feedback has been mixed – both + &amp; -.</p> <p>This year was an experiment.</p> <p>Pizza worked well.</p> <p>Was the location suitable for the Deputy Mayor to attend?</p> <p>Overall feeling need somewhere more formal than Turkey St but less formal than the Civic chambers.</p>	Possible future locations – Theobalds, Forty Hall
9	Property Sub-Committee	<p>Terms of reference has been circulated prior to the meeting. It was agreed that reference should be made to HQ's publication 'Managing a safe Scout placement'.</p> <p>It was agreed that the committee should identify what needs doing and get on with it if within the budget. If expenditure is above £1000 then refer back to exec.</p> <p>Expectation that one a month check of the building would be completed.</p>	PS to resend
10	Turkey Street	There are currently no plans to sell Turkey Street. Enfield Council is keen to discuss all options,	
11	Danemead	<p>Manager has resigned.</p> <p>Looking for a new manager – there are people under consideration.</p> <p>AGM now September – hopefully the new manager will be in place by then.</p>	PS ask SB to be a temp trustee (see above)
12	Fireworks Mark	<p>All go!</p> <p>Meeting was held to update all the team leaders.</p> <p>Meeting planned to discuss publicity / advertising.</p> <p>Training being organized for the firers.</p>	

13	Health & Safety	29 <sup>th</sup> possible allergic reaction for a cub – sent to hospital.	
14	Safeguarding	See part 2	
15	AOB	<p><b>JJ</b>  <b>Band</b> – agreed to book the Grammar school from 5.09.16 to Christmas – excluding half term week.</p> <p><b>PS</b>  <b>Capitation</b> – district levy. It was decided to leave until we know the figures from HQ and County.</p> <p><b>Town show</b> 24<sup>th</sup> / 25<sup>th</sup> Sept. To be positioned with Project You. Agreed to make the stall more interesting / interactive. Suggested candy floss / popcorn machines (need a generator), climbing wall.</p> <p><b>Web hosting</b>  Bill for £275 received. Ps not happy with web site.  Agreed to move to ‘one’ – cheaper. Agreed to move over the summer period while its quiet.</p> <p><b>PB</b>  Thanks to ‘FLAGS’ for the use of the popcorn and candy floss machines.</p> <p><b>Big’Un</b>  There has been a big increase in the cost of going this year.  Some members have offered to ‘sponsor a network’ to allow networks to attend at a subsidized rate.  After discussion it was agreed the District would subsidise up to 12 network members to a maximum of £40 each. A maximum therefore of £480.  If ‘sponsor a network’ is successful then the District subsidy will be less.</p> <p><b>MD</b>  St John’s Ambulance based in Edmonton is losing their HQ. They would like to use Tristram Drive. They have been advised there would be no storage for them. The idea of doing a ‘deal’ whereby they are not charged for use but support us for certain events for free / reduced fee.</p>	PS to ask Steve to make the move to ‘one’ and ask for 2 controllers.
	Date of Next Meeting	Monday 12 <sup>th</sup> September 2016 Time 7.30pm	

Meeting ended at 10.35pm

PART 2 OF MINUTES ON SEPARATE PAGE