

# Minutes of the 4th Stafford Scout Group Trustee Meeting

The Sun Inn, Stafford on 18th February 2024 @ 6pm

**Present:** Karl Hilton (Chairman), Cathy Hordern (GSL/BSL), Alex Windows (SL), Lydia Hilton (CSL), Helena Hordern (SSL), Darren Hordern (ASL/Treasurer), Gemma Phillips (ABSL/Secretary), Andrew Bennett (ACSL), Mike Grierson, Jill Davis, Neil Pollitt & Tracey Evans.

**Apologies:** Hannah Ward (ACSL), Luke Vernon (ASL)

## Chairman's Actions:

No actions were taken by the Chairman since our last meeting dated 8th July 2023

## Last Meeting:

Matters arising from the last meeting include the scouts purchasing the pioneering poles mentioned for £74.56.

The Scouts produced a survey regarding camps and activities - this gave a great deal of positive feedback. This dispelled any concerns in how the sections were being run and will be kept in mind going forward.

Since the last meeting Cubs had a full uptake on their sleepover however the Beavers sleepover did run at a loss to encourage numbers. For 2024 the Beaver sleepover will be run in conjunction with the 7th Hixon Beavers.

The minutes were Motioned and Approved by Everyone.

## Group Numbers:

Our current young person membership is:

Squirrels: 12

Beavers: 26

Cubs: 20

Scouts: 23

|           | Waiting List | Joining List | Scout Helpers | Duke of Edinburgh Helpers | Young Leaders | Adult Helpers | Leaders |
|-----------|--------------|--------------|---------------|---------------------------|---------------|---------------|---------|
| Squirrels | 10           | 4            | 2             | -                         | 2             | 2             | 1       |
| Beavers   | -            | 6            | -             | 2                         | 2             | -             | 2       |
| Cubs      | -            | -            | 1             | 1                         | 3             | -             | 4       |
| Scouts    | -            | -            | -             | -                         | 3             | -             | 6       |

It was noted that the younger sections need more leaders whilst the Cubs and Scouts have done a social media advert to encourage more joining the older sections. Cathy Hordern recognised from Stafford District Scout meetings that scouting numbers are down across Stafford in general.

All leader training is up to date.

### **Treasurer's Report - Given by Lydia Hilton**

There have been some gaps in monthly subscriptions from the young people, information has been passed to the section leaders to follow up with any non-payments and subsequent issues. There is currently £3427.42 in the group bank account including a refund from County Scouts for setting up a Squirrel section. Lydia has passed treasurer details on to Darren Hordern, the present Treasurer. Group costs noted at the meeting include group insurance to be paid in September £400.68 (ly amount), £400 a term on rents, £120 per year on the website.

### **Approval of Final Accounts for 2023**

Cathy Hordern commented that an independent auditor is required to look over the 2022/2023 accounts. This needs to be done asap, preferably by June 2024. Going forward these need to be audited every year.

***Follow up: Helena Hordern to follow up and arrange an auditor***

### **Fundraising**

This part of the agenda was to discuss increasing our funds through various fundraising ideas.

Lydia Hilton - We currently get approximately £2500 in gift aid, this is very important income and we encourage parts to sign up for this and thank them. We also get an ad hoc income from Easyfundraising.org.uk.

Karl Hilton suggested a bag pack, Cathy Hordern noted that Tescos in particular do not do bag packing anymore and Alex Windows stated that many supermarkets have now replaced checkouts with self scan setups. Mike Grierson brought up the blue tokens system Tesco uses for charities etc, this could potentially bring in some income for a particular item(s). It is understood that we need to apply to the store regarding this with a business case.

Lydia Hilton mentioned that she has asked Tesco in the past for donations for camps e.g. she requested pumpkins for a Halloween camp and these were gladly donated for free. Sections to think and possibly use this resource going forward.

Karl Hilton suggested that young people could do car washes. Alex Windows says that in the past this has raised approximately £300

Alex Windows spoke about the recent volunteering the Scouts did with the Railway Club at the County Showground. This provided £400 in a cash donation and was matched by a further donation of £400 from the Railway Circle. This money has paid for Pioneering poles, other equipment and help towards the Scout Summer Camp 2024. This partnership with the Railway Club is planned to continue later in 2024 also. Darren Hordern continued this conversation by perhaps conversing with the Showground themselves and other events we could possibly help at - although this would be limited to the older sections.

Helena Hordern suggested a group sponsored walk or cycle, maybe to the moon or slightly closer. We would need to state exactly what we are raising money for e.g. equipment. However Darren Hordern commented that the sponsorship money would mainly be gained

from the parents and not gained from the wider community placing pressure on the parents/guardians.

A conversation was proposed surrounding a high street stall, Stafford Walking street or the music and food festivals. It was commented that the district has used these platforms before for advertising purposes and Helena Hordern said that the Stafford 6th Scout Group tried this format but it was not very successful. Karl Hilton asked if the young people are allowed in the town centre just with buckets.

***Follow up: Karl Hilton to contact the council with what could be done in the town centre***

Mike Grierson mentioned the Gatehouse Theatre, namely at xmas/panto time, do they need helpers, volunteers helping people to seats, running etc.

Darren Hordern to do a budget forecast for the coming year to give a wider outlook into how the group is performing and to optimise the potential fundraising and time of the young people and leaders. Alex Windows as Quartermaster stated that there are no items in our kit that need urgently replacing.

Neil Pollitt brought up the idea of a car boot sale. The suggestion was to gather items from parents/guardians garages, old toys, books and items they want rid of so we can sell towards group funds. The items could be stored - time permitting - in the group trailer. This was met with a positive feeling. A pitch on the Stafford Common Car Boot is approximately £12 and would be an early start for Young Leaders to help run this.

It was noted that Stafford no longer hosts the Ironman so volunteering/fundraising is not possible. However there is the 10k and the Half Marathon for those aged 15 & over. Could we raise money by getting a group of us to run for the 4th Group? The Chairman and Secretary gave a positive reaction to this and to encourage others and parents to perhaps form a team!

Please get in contact with the group trustees and/or leaders with any fundraising ideas or help that you can give. Anything is greatly received in order for us to keep providing the level of skills and activities to the young people that we do. Thankyou

## **Any Other Business**

### **1. Risk Assessments and Register**

Cathy Hordern - The group needs a risk register of all the risk assessments together. Alex Windows noted that these can be found on the group website. The risk assessments are up to date and due for renewal in December 2025, obviously these are dynamic and to be changed if necessary.

### **2. Accidents**

1 accident recorded in the Squirrels section as of January 2024. Since the AGM in July 2023 there have been 5 recorded accidents across the 4 sections, none of which required hospital or external medical intervention.

### 3. First Aid Kits

The group has 3 first aid kits: 1 located at St Peters, 1 located at St Pauls and 1 located in the container for camps and other outdoor activities.

**Follow up: Alex Windows to check all first aid kits are in date and equipment full.**

### 4. Group Sausage Sizzle/AGM

Suggested date is Wednesday 10th July 2024 held at Stafford Cricket Club, Approx cost would be £50 to the cricket club plus the cost of the food etc.

**Follow up: Cathy Hordern to confirm availability of the Cricket Club**

### 5. Equipment

- Squirrels and Beavers need some new foam balls, this was noted as a minimal cost
- Cubs have no requests
- Scouts
  - Requested £500 towards the Summer Camp. It was mentioned that this is a highlight of the scouting journey and calendar. This year it is held in the Isle of Wight.
    - Motion: Karl Hilton, Chairman
    - Seconded: Andrew Bennett & Neil Pollitt
    - Action: Approved
  - Requested £135.41 for a Mainline rope for the Aerial Runway and a running block of £104.
    - Karl Hilton asked for this to be deferred until the next meeting

### 6. Trailer

The group trailer is currently being kept at the MOD base however it has been mentioned by Neil Pollitt that there is now going to be a cost for military personnel to keep such items as trailers and caravans on the base. The exact cost is yet to be known but now that St Peters has been re-tarmacked the trailer could be moved there to save further costs to the group.

### 7. Archived Accounts

There is a box in the container of old group accounts. The box requires checking and those over 7 years to be destroyed.

**Follow up: Lydia Hilton to collect the box and go through**

### 8. Staged Badges

Helena Hordern asked if any staged badges the young people earn are paid for by the group or individual sections. It was confirmed that this is a group cost.

### 9. Marquee

Alex Windows and Mike Grierson conversed regarding selling the marquee. This is still yet to be sold by the group.

### 10. Closing Remarks

Mike Grierson gave thanks to the leaders for their volunteering and everything they do. The thanks was humbly received and the leaders stated we do it for the young people to give them experiences they might not otherwise have and that gives us the joy in Scouting.

**Date of Next Meeting:** Sunday 28th April, 6pm @ The Sun Inn, Stafford

Meeting closed at 7.30pm

Minutes produced by G Phillips