

Minutes of the 4th Stafford Scout Group Trustee Meeting

The Knot & Plough, Stafford on 8th June 2026 @ 7pm

Present: Rhys Powell (Chairman), Cathy Hordern (Group Lead Volunteer), Darren Hordern (Treasurer), Gemma Phillips (Secretary), Alex Windows, Ian Davies, Tracey Evans, Sarah Phillips

Apologies: Lydia Hilton, Mike Grierson, Luke Vernon, Tim Priestley

Last Meeting:

Follow Ups from the last meeting

- Town Centre Fundraising
 - R.P to take on this task and look at what events the group can be involved with in the Town Centre - to increase visibility and fundraising.
 - **Further follow-up: R.P to investigate further and to contact L.Conkey about what is available to us to be involved in.**
- Tesco Blue Token Scheme
 - C.H has signed the group up to the scheme. No date as yet as to when this will go live in the store. Asked for the maximum £2500.
 - *No follow-up required, updates as necessary*
 - **Noted: Squirrels have applied for the new Tesco Fruit & Veg Grant. S.P to keep the group informed of the outcome of this.**
- Insurance
 - Insurance documents have now been sent to the Treasurer and will be reviewed with A.W in his Quartermaster role to see if the level of cover is sufficient for the Group's needs.
 - **Further follow-up: A.W. to check the level of cover required.**
- New Leaders / Section
 - C.H found that St Pauls hall was available Tuesdays for an additional Squirrel Drey if required. I.D. & A.W had no response from St Johns so at this point that route is being dropped. The group has 24 youngsters on the waiting list at Squirrel level.
 - **Further follow-up: A.W & C.H to talk with the new leaders over their willingness, ability and thoughts on being part of a new Tuesday Drey.**
- New Trustees
 - The group has reached out to potential new Trustees.
 - **Further follow-up: Discussions ongoing to recruit a couple more trustees for the Group.**
- The last minutes were Motioned and Approved by Everyone.

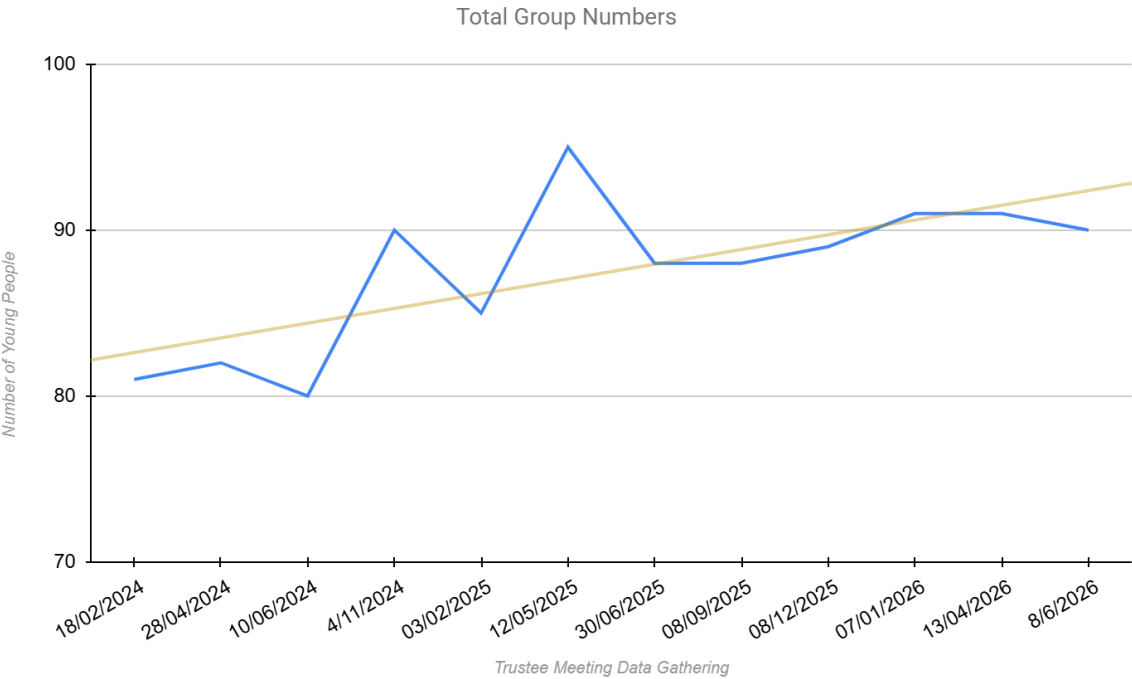
Group Numbers:

Our current young person membership is:

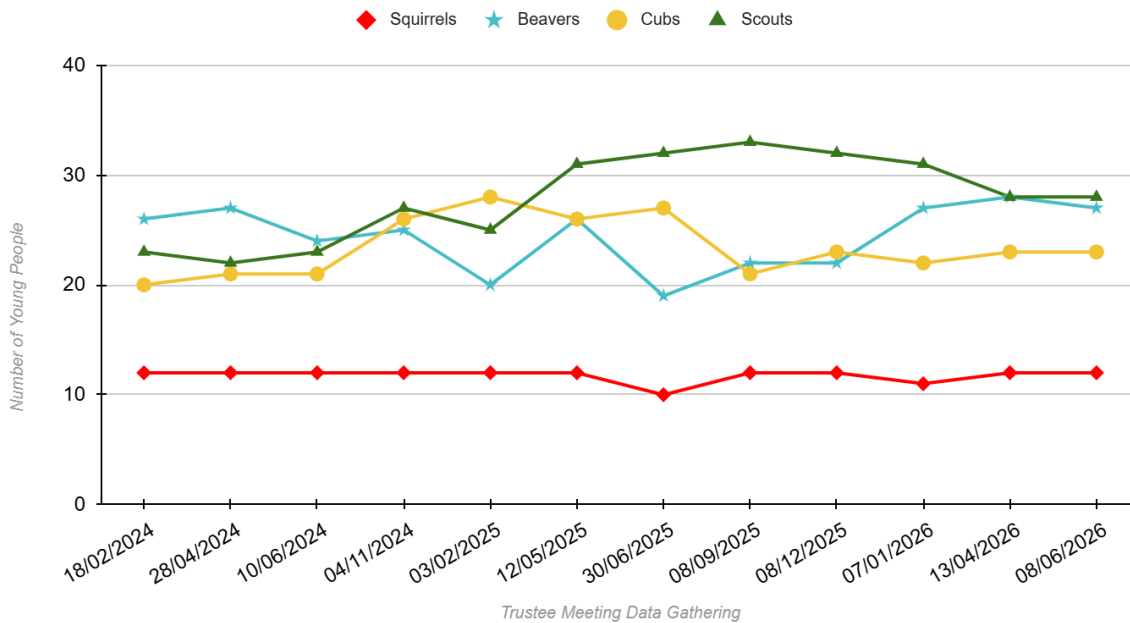
Squirrels	Beavers	Cubs	Scouts	Total
12	27	23	28	90

This is -1 on the last meetings record

	Joining List	Waiting List	Scout Helpers	Duke of Edinburgh Helpers	Young Leaders	Adult Helpers	Leaders
Squirrels	-	24	1	1	1	-	4
Beavers	7	2	2	6	2	1	4
Cubs	-	6	-	-	6	-	5
Scouts	-	3	-	-	1	-	7



Squirrels, Beavers, Cubs and Scouts



Treasurer's Report

D.H gave an update on the accounts and the forecast as it is going forward. There is £4000 in the main group account, £4000 in the savings and £5000 monies in the separate section accounts (£4100 scouts, £500 cubs, £0 beavers, £400 squirrels)

Looking forward to 2027, capitation is looking at £5500 required in January 2027 and this will leave approximately £3800 left over. The Minibus budget is currently being carried over so this is an inflated amount at this stage. A.W. requested that the minibus budget is reset to £1000 - this was agreed.

Group Camp cost the accounts £953, final figures yet to be calculated after all leaders expenses included.

The group has received £2800 in gift aid - proving this really does help our cash flow.

The maintenance budget is to be rolled over. Other outgoings coming up include the agreed £500 for Scouts Summer Camp, £750 towards the Sausage Sizzle event and £500 group insurance.

Subs are currently bringing in £1100-£1300 per month, there are still some outliers to some members amounts being paid.

£2000 to be moved into the savings account from the main group account shortly.

Accident Reports

No Reportable Accidents

Squirrels: 1 x Near Miss

Child unhooked the flag rope from the wall hook and proceeded to place the loop over head towards neck

This was reported to C.H at the end of the session.

All parents were spoken to at the end of session to inform them of the session stop and the reason why. Asked parents to speak to all children re: rope safety and not placing things around necks. The parent of the child involved spoke to and confirmed no injury.

Follow-up: A.W / C.H To liaise with the Church at St Pauls about moving the bottom hook further up the wall.

Follow-up: A.W To add further information to the Risk Assessments of both St Pauls and St Peters.

Group Camp Conclusion and Overview

The Group Camp was deemed a HUGE success and great fun was had by all. The weather was perfect, if a tad too hot for some activities but alternative provisions were given by the leaders and adjustments to the programme made.

Future group camps to push for greater fundraising earlier in the planning stage, where possible, to cover more costs.

2027 will be section led camps and sleepovers.

AGM Planning (July 16th from 6.30pm)

G.P updated the group on the plans for the AGM part of the upcoming Sausage Sizzle.

G.P will invite representatives from the District leadership team as per protocol.

The Trustee Annual Report will be compiled by G.P before the event and made available - this also consists of section reports from the 4 scout sections. A financial review will be needed in the Trustee Annual Report, to be provided by D.H. It was noted that the final accounts would not be available until later in the year due to the time restraints.

Follow-up: G.P to continue to produce the necessary documents for the AGM itself, and upload onto the Group Website & to invite the District level dignitaries to the event

Sausage Sizzle

Further talks were had regarding the Sausage Sizzle itself. There will be games available run by the YL where possible to help with group fundraising. There will also be fundraising from Connie Davis, our Scout who is part of the contingent going to the World Jamboree in Poland in 2027.

At group camp the BBQ being helped by the 'dads' was a great success and it was hoped that something to this nature would work again at the sausage sizzle, freeing up leaders further.

Follow-up: A.W to liaise with L.V and the Young Leaders over games and a microphone system

Follow-up: Raffle Prizes to be sought

Follow-up: Email request for BBQ helpers

Follow-up: Leaders to liaise over food and general planning

Any Other Business

Leavers Gifts

C.H requested funds for Young Leader leaving gifts - this totals £80. This was agreed by those present. The gift will be in the form of vouchers.

Carbon Monoxide Regulatory Advice Notice

Just before the meeting a national email from the Scout Association was received regarding actions all groups should undertake regarding Carbon Monoxide dangers.

Follow-up: The purchase of a travel Carbon Monoxide detector for the group. This was agreed by all present after a quick investigation at a cost of approximately £25.

Follow-up: The Group already has a Carbon Monoxide section in the Risk Assessments, this is to be checked against the new guidelines in the email and updated if necessary.

Follow-up: Confirmation to be sent to the District from C.H that all was acknowledged and actioned.

Beavers Update

From September 2026 Beavers is to run from 6-7pm on both Thursdays and Fridays evenings, thus moving the start time forward by 15 minutes. This will help logistics of getting the YP to other sessions including Cubs and increasing the gap to the Scouts start time so leaders can set-up.

C.H requested an increase to the Beaver float from £15 per child to £17.50 per child, per term. D.H agreed this was within the budget of the group's finances. The treasurer also stated that Squirrels and Cubs could review their floats too if required to see if it is sufficient to cover a term's activities. Scouts currently do extra fundraising e.g. Railway Exhibition in

the year and request extra for their Summer Camp so it is not required currently, but open for review.

All present agreed to this increase for Beavers from September 2026

Cubs Request

Whilst these meetings are for trustees and others who wish to attend there is currently no member of the Cubs team on the trustee board. The trustees are worried about a lack of Cubs inclusion to the meetings and future discussions of the running of the group. There have been occasions of a lack of communication from the Cubs team and the trustees want to reach out further to help keep them included.

Follow-up: R.P to email cubs with outstanding requests and discussions

Closing Remarks

R.P gave thanks to all in attendance.

Dates of Next Meetings for 2026:

- AGM (Sausage Sizzle) 16th July 2026
- Monday 7th September 2026
- Monday 16th November 2026

Meeting closed at 8.50pm

Minutes by: G Phillips