

MEETING MINUTES



MEETING MINUTES *1ST Chalfont St Peter Scout Group*

Annual General Meeting

Monday 12th September 2022

Scout Hut, Gravel Hill Chalfont St Peter

The meeting opened with a two-minute silence for our late HM Queen Elizabeth.

1. Welcome and apologies - Allan Moffat - President

Present – David Bentley, Oliver Bentley, Ian Corbett, Karen Little, Rik Allen, Galia Beech, Sarah Slade, Bill Fiske, Tom Payne, Allan Moffat, Fran Allan, and Mary Jones.

Apologies – Andy Greenwood, Emily Barker, Martin Beard, Keith Flowers, Andy Telford, Mark Nicholas, Musu Amara, Joanna Lawlor, and Sonalben Patel.

2. Minutes of 2021 AGM

No matters were arising from the last AGM minutes.

Martin Beard has stepped down as chairman as he is moving away.

3. Executive step-down

Martin Beard, Karen Little and John Devine all have stepped down from their executive roles.

4. District Commissioner - Robert Park

No report as the DC was unable to attend the meeting.

MEETING MINUTES



5. Group Scout Leaders report – Sarah Slade

This time last year we had just move to green status and restarted face to face scouting. It also saw Mark Morrison take a sabbatical from his role as GSL, due to family health issues. David Bentley kindly stepped in to cover Mark's sabbatical and to help support the group and Mark and I would like to thank David for his support.

In July, this year Mark announced his decision not to return from his sabbatical, and formally stepped down as GSL, however he has not strayed too far and will continue to support the Group as Quartermaster, he has also asked me to pass on his appreciation and thanks for everybody's assistance and help during his time as GSL.

We secured new leaders with Andy Greenwood, Lizzie Whiting, Helen Lord, Jonathan Evans, Keith Flowers, Mark Nicholas, Musu Amara, Sonalben Patel and we lost a few leaders as well, Kenny Ross left Bushwhackers, and Faith Flint (Anvil Cubs), has just recently relocated to Dorset,

In June this year our postponed 2021 Group Camp took place as we returned to Youlbury, It was a very successful camp with 120 children and 50 adults (leaders and parents) on site across the weekend, it was great to see everyone enjoying themselves, many thanks to all those who made it possible especially some of the people behind the scenes Karen Little (treasurer) Kenny Ross who did the cash and carry shop, Mark Morrison who organised the coaches and Ian Barker who was in the kitchen.

We also got back to supporting our community, running the BBQ for Fun night and on the common in celebration of H.M. the Queen's Platinum Jubilee beacon lighting and of course Feast Day, many thanks to all who assisted.

We continue to have a reasonably stable, well balanced, and successful leader population but as always, we could do with a few more to the team, especially for Saturday Beavers (Riverbank) and Bushwhacker Scouts. The group also continues to support and help young people as part of their D of E awards.

MEETING MINUTES



Group Numbers

Total in Scouts = 44 (34 boys and 10 girls)

Total in Cubs = 48 (37 boys and 11 girls)

Total in Beavers = 45 (34 boys and 11 girls)

Total in Scouting = 137 (105 boys and 32 girls)

September 2022	Numbers	Boys	Girls	September 2021	Numbers	Boys	Girls
Scouts				Scouts			
Challenger	20	20	0	Challenger	20	18	2
Bushwhackers	24	14	10	Bushwhackers	21	13	8
Cubs				Cubs			
Anvil	29	19	10	Anvil	26	19	7
Arrowhead	19	18	1	Arrowhead	22	18	4
Beavers				Beavers			
<u>Dambuster</u>	24	20	4	<u>Dambuster</u>	24	20	4
Riverbank	21	14	7	Riverbank	23	17	6

Having been Assistant Cub Scout Leader (15 years) and overlapping that with Assistant GSL for the last 10 years, with my recent appointment to GSL, I have relinquished ACSL permit to concentrate on the GSL role and provide support to all the sections. We have already started the transition, and special thanks to Mark Morrison for his handover and continued mentorship.

Many thanks also to Galia for taking over the hall bookings, we still have a vacancy for events coordinator replacing Keith Long.

I would like to thank you all for your continued support and dedication in keeping us going special thanks to Martin Beard for his outstanding chairmanship and friendship.

MEETING MINUTES



Comments arising from the GSL report:- These were related to how we were going to recruit more leaders. Unfortunately, we had to cancel the thank you and recruitment BBQ which was due to take place last Friday 9 September as a mark of respect to our late HM Queen Elizabeth who died on 8 September. Other recruitment events will be planned, and we are also aiming to improve our social media profile. It was suggested that each section operates its own 'What's App,' as a means to communicate with our parents, however, this would require the consent of all the parents in compliance with GDPR regulations and not all parents may want their details to be shared. Some sections are happy to communicate with their parents via email rather than via 'What's App.'

As a group we lose data at Explorer level as this is run at District level and under GDPR we can't hold onto their personal data. We would have to ask permission to access their data from District. Allan to mention this at the next District meeting or create an alumni or friends of CSP Scouts and hold approved data that way .

Sarah is trying to upgrade our adult section on the OSM to make it easier to communicate with leaders. However, there is an OSM support issue with this to be solved.

6. President's Report – Allan Moffat

Thank you to everyone for keeping our group going and getting back to normal after the Covid 19 lockdowns. Thank you to Martin Beard for all he has done for the group and accessing various grants for us.

Thank you to the leaders and helpers and the Exec and to Karen who has looked after the finances.

Thank you to Mary and Sarah for all their work in making the scout hall a more pleasant place to meet in. Please can everyone keep it clean and tidy.

Thank you to Tom Payne for stepping up as our new Chairman.

Our scouting group remains well respected in the village as demonstrated with the BBQ at the lightening of the Beacon for the Queen's Platinum Jubilee selling out so quickly and at Feast Day in June.

MEETING MINUTES



We had a very good turnout from all sections at last year's Remembrance Day Parade. Thank you to everyone involved.

A comment was made that Challenger Scouts would like to encourage more of them to attend the parade this year and could the Exec send out reminders to all sections to encourage them to attend this year's parade.

7. Nomination and Election of Executive Committee Members

Chairman – Tom Payne – proposed by Sarah Slade and seconded by Allan Moffatt.

Secretary – John Devine – proposed by Oliver Bentley and seconded by Rik Allan.

Treasurer – Karen Little – proposed by Galia Beech and seconded by Allan Moffatt.

8. Chairman's Report. – Martin Beard

Well, I didn't think I would chair another AGM, but due to family commitment and work restructure Kenny had to step down. But pleased to welcome Tom as new chair and can assure him he will receive full support from all. I hope to move to Devon which is a shame I was thinking of going on the next Group camp.

Sarah has become the GSL congratulations, and Mark the QM.

Galia has taken over hall bookings thank you.

We have a new Explorer Leader Andy Telford.

We took on new cleaning company this year, any feedback welcome, and we still have two art groups as tenants. Fund raising has returned and was a success, hamper raffle, Platinum BBQ, feast day, and the Village Fun Night in December.

We continue to be financially sound, and I remind you that as things get harder for family's if you hear of anyone in financial difficulties the EXEC has a policy to help with subs.

Well done Oliver for recruiting several new Leaders, we however need many more, and our recent BBQ was to be a new Leader drive, but felt it inappropriate, it is to be rearranged.

The refurb is about finished, thank you David, and Allan is getting quotes for new heating, and solar panels, he also planted the Queens Platinum trees sourced by Emily. Allan has modified the trailer and BBQ just to make a step for Mark, in all a good year thanks to all the hard work put in by everyone.

Saw Keith over the summer he is holding his own and getting in lots of trips around the world.

MEETING MINUTES



9. Treasurer's Report – Karen Little

Treasurer's Report for year ending 31 March 2022

The Group bank accounts ended the year with a balance of £22,240.10. This includes reserves of £5,000 which we are required to hold.

During the year, the group received £33,778.20 (2021: £19,142.27) and paid out £24,727.68 (2021: £27,097.25), generating an in-year surplus of £9,050.52 (2021: £7,954.78 deficit). Lettings were able to resume, and although the major events of Feast Day and Fireworks could not take place, funds were raised through the successful raffle hamper, Fun Night, and Scout Post. Once again, a significant proportion of our income in the year came from Bucks County Grant (£8K) and donations. £1908 of income relates to the Group Camp which took place summer 2022, the majority of income and expense for this, falls outside this financial year. Expenditure continues to be monitored closely, while work continues on the upgrade to hut and grounds. New tents were also bought for the group.

From 1 January 2022, HSBC are charging charitable accounts a minimum of £5 per month, with additional charges for counter services, including paying in cheques and cash.

With regard to banking, the Exec have agreed the following plans for the current year:

- Change bank - this might mean that we no longer operate individual bank accounts for each section, but this will be discussed with leaders before action is taken.
- Issue pre-paid debit cards to each section to help with management of their day-to-day expenses, reducing the reliance on cheques
- Ensure all sections have the appropriate level of access to OSM so that by April 2023, the start of our new subscription year, all subs can be paid via OSM, given the success that Bushwhackers have seen using this to pay for events. If it is possible for this to happen sooner, it will.

MEETING MINUTES



10. Explorer's Report – Fran Allan

24 Explorers – Cobra (from C.S.G) and Illustrious have merged seamlessly, and I.M.O. the bigger more vigorous group gives them a better experience compared to the two smaller units.

The only difference is that we want to maintain some ties with the Chalfont St Giles Scout Group, from which many of our Explorers have come. We stand ready to help out at both sets of Fireworks Nights and have discussed a few other wrinkles.

The Elephant in Every Room – Leader Shortage. We now only have **two** regular leaders – both fragile.

Tom Payne is moving on into a new role (!!), will help if needed but not as a regular Leader. Andy Telford has taken on the unit Leader role, but his daughter is 17 and he's not particularly looking to stay beyond her, and Fran Allan may yet resume her travels.

Camps :-

We've now managed three post-COVID camps:

March Tree Camp / Bivvi at Paccar – 12 Explorers, half of them building a pretty good tree camp and half pretty much just messing around glad to be back on camp. Bit of a shock how rusty we'd all got.

June Group Camp at Youlbury – with everyone else, thoroughly enjoyed.

September D.I.Y. Thorpe Park Camp – 19 excited Explorers enjoyed a day at Thorpe Park. The actual camp was rained off – campsite under water, rain sheeting down and water levels rising – we unanimously decided to have a weekend sleepover at the, now empty, Scout Hut instead.

Event Hikes – We put in teams to both Grimsdyke and Quest and ran a Quest base. And expect to do the same again this winter.

Meetings – fires, axes, saws, cooking, hiking, fires, carving, candle-making, glass making, soup-can stoves, more fires. Oh, and an impromptu Police night.

MEETING MINUTES



11. Scout's Report

Bushwhacker Scouts – Rik Allen

Rik said that he mentioned back in March that he would be stepping down at the end of the year unless the workload could be reduced. Mark Nicholas and Keith Flowers have stepped up but are not always available due to other commitments. More leaders are therefore required to ensure continuity for the scouts. Dave Beecham helps when needed, about once a term. A full-time leader is required to do the administration tasks. Emails take time. Keith Flowers is very good.

Grimsdyke hike went well. The scouts also completed a camp last October and I am in the process of renewing my nights away permit so that more camps can take place.

Bushwhacker's scouts attended the group camp at Youlbury in June.

Bushwhackers will be entering two teams for Bridge the Misbourne which will take place at the end of the month.

A thank you to Daniel Buckley for all his help with scouts.

Challenger Scouts – Oliver Bentley

Challenger scouts have two new leaders – Lizzy Whiting and Jonathan Evans. Numbers were low for the summer term but are now up to 21 on role.

They are planning to take part in Bridge the Misbourne and possible have a camp this term. They took part in the group camp at Youlbury in June.

Bushwhackers and Challenger scouts may work on some joint ventures in the future.

12. Cubs

Arrowhead Cubs – Oliver Bentley

Cubs have 18 on role and have two new leaders – Sonia Metcalfe and Manvir Tiwana. Both are parents whose children are in Arrowhead Cubs.

MEETING MINUTES



The programme for the coming term includes, the DIY activity badge, First Aid, including a mental health evening.

Oliver now has improved availability to run Cubs as he has recently changed jobs.

They are happy to go up to 30 Cubs on role now that they have more leaders.

Anvil Cubs – Mary Jones

Anvil Cubs currently have 29 Cubs on role which consist of 19 boys and 10 girls. Last December (2021) they helped with the Scout Post as well as attending the annual Remembrance Day Parade in November.

In the spring of 2022, the Cubs worked towards their World, Teamwork and Personal Challenge Badges, as well as several activity badges – Disability Awareness, Gardner, and Environmental Conservation. They also completed two staged activity badges – Community Impact (Stage 1) and Hikes Away. They did a night hike from the Scout Hut to Chalfont St Giles ending at the chip shop there.

In the summer of 2022, the Cubs worked towards their Adventure and Outdoor Challenge Badges. Other badges completed included Cyclist, Communicator, and the International activity badges as well as Navigator stage 1, staged activity badge. They also celebrated the Queen's Platinum Jubilee with a party at the Scout Hut. A few Cubs managed to complete their Silver Award before moving up to Scouts in September. Anvil Cubs attended the Group Camp in Youlbury in June 2022.

During the upcoming Autumn Term focus will be on the Skills Activity Challenge Badge as well as the Pioneering and Personal Safety Activity Badges. A night hike has also been planned along with two sessions of Air Rifle shooting.

Thomas Brayshaw, an Explorer Scout has been completing his volunteering section of his Bronze and Silver D of E with us since November 2021.

There have been several changes to leaders in Anvil Cubs over the summer with Faith Flint moving away, Mark Nicholas moving up to Scouts as a section assistant as well as Sarah Slade becoming the Group's, Group Scout Leader and so will no longer be able to help on a weekly basis. Galia Beech will be moving up from the Leader of Dambuster Beavers to an assistant leader in Anvil Cubs starting in September. She has already been helping with Cubs when she has been available on a Monday evening. Consequently, because of all these changes a parental

MEETING MINUTES



rota has now been implemented for the autumn term, to ensure that there are enough adults each week to help with the various activities which have been planned.

13. Beavers

Dambuster

We had 10 Beavers get their Bronze awards in the last year: Jake Cartwright, Bradley Hallas, Elise Dahl-Wheeler, Blake Hawkins, Esther Bain, Harry Priker, Sonny McCullagh, Harvey Beech, Rory Jenkins, and Charlie Dampier.

What a great year for the Beavers at Dambusters with lots of fun activities on as we were able to return to in-person meetings in the den following the Scouting pandemic guidance. Some highlights include:

The shared overnight at the den with Riverbank for a Space-themed camp. It may even be possible that some sleep was had!

Those who made it to the Group camp reported a superb time, as well as joining in the Beaverree day at Paccar.

We also enjoyed two, night hikes, pond dipping at Denham, two evenings at Paccar, learning circus tricks, a reptile visit among many highlights.

Our last activity of the summer was a fete evening, beavers hosting stalls and games for their sibling and parents and raising over £100 to go toward 2022/23 activities.

We had to say a very sad farewell to Galia, leaving after 14? (She May correct this!) years as Badger. These have been massive shoes to fill. Jenny, Helen, and I have though worked hard over the summer to put together a place autumn term and had our first evening back on Thursday. We can only hope to emulate some of the success of Galia who leaves a very well-run colony behind, we will do our best to keep it that way!

This term we've installed a formal parent roster to make sure we always meet minimum scout requirements and support delivering an engaging time for the colony each evening. It needs each parent to help one evening a term. Comments back about this have been (surprisingly) positive and we are looking forward to this closer involvement from our parents Andy, Jenny, and Helen.

MEETING MINUTES



Riverbank – Mary Jones for Emily

Riverbank Beavers continue to operate with just two uniformed leaders – Emily Barker and Mary Jones. We also have Rob Turnock and Laura Flowers who help each week. In addition, Laura has taken over the admin/OSM. A parent rota is also in place to ensure there is the correct ratio of adults to Beavers each week.

- During the year we have had 3 x Explorers help as part of their D of E (think Joe Buckley is still coming back in the Autumn term).
- We are now doing our planning for each term with the Dambusters colony to align our programmes and share ideas.
- We currently have 19 Beavers (7 Female/12 Male)
- During the year we have enjoyed many activities – a few highlights below:
 - Train from Bourne End to Marlow and hike back along the Thames path (Explore badge)
 - Beaver Space sleepover with the Dambusters colony (Space badge & Nights Away)
 - Trip to PACCAR (go-karts and rabbit run)
 - 2 x Night hikes with Dambusters
 - Visit from Yorkshire Building Society (Money Skills badge)
 - Village walk to find historical plaques
 - Tour of the Hub in Chalfont St Peter and donations to food bank they run (Faith/Community badge)
 - Celebrating the Queens 70-year jubilee
 - Bucks County Wizard themed Beaveree at PACCAR
 - Group camp at Youlbury
 - Pond Dipping at Denham Country Park

14. AOB

a) Allan Moffat – Hall heating

Allan has a man coming this week to consider changing to a hot air/ air conditioning system. We will get a quote and hopefully this change to heating in the hall will reduce our heating costs. The new heaters will be on the wall and not on the floor. We are also looking at the possibility of installing solar panels on the scout hut roof and would ask District for a loan if this turns out to be a viable option. By improving the building, we aim to reduce our costs.

MEETING MINUTES



b) Galia Beech – Hall Bookings

We currently have two art clubs who hire the hall on Tuesdays, Wednesdays, and Thursdays. We also have a dog training school interested in hiring the hall on a Monday morning for dog training classes. They are also interested in hiring the hall on some Saturdays from 12-3pm and Sundays 10am-1pm. They would postpone a session if we needed the hall for whatever reason. They also would like to have the hall on a Friday morning from 10am -1pm. They would like to develop a good relationship with us and would help with fundraising.

We have no formal contracts at the moment and would need to write one for renting out the hall. This could be done in collaboration with the Executive. We will look at other hall booking contracts to see how they are composed. Allan will look at other hall contracts.

Leaders may book the hall free of charge. There are to be no bookings for 18–25-year-old parties.

c) Bill Fiske – Proposed new fire area

Bill and Oliver would like to have a concreted area in the left-hand corner of the field next to the fence as a permanent area/ base for fires. Sarah asked if they could submit a plan and along with costings for this potential project. Mary commented that she did not think this was a suitable place to be lighting fires as the fence limited the escape route for the children in case anything should go wrong. Oliver commented that an appropriate risk assessment would be composed for this area. The new proposed fire area would also free up the centre of the grassy area and also ensure that Cubs or Beavers did not walk on left over nails etc from burning pallets in the existing fire area. Galia mentioned it would also stop the Beavers from playing with any leftover ashes. Mary said that we should not be burning pallets or any kinds of treated wood due to poisonous nature of their fumes. We should only be burning seasoned wood. Oliver then requested that the Executive review the policy to ensure that only seasoned wood was available and that a proper wood store was in place.

Allan mentioned that the tennis club are in the process of clearing and banking up the area next to the fence in exchange for us looking after their digger while in the process of extending their tennis courts. An alternative area for a permanent fire area could be on one side of the outside area.

MEETING MINUTES



d) Sarah Slade – New Role for David Bentley

Sarah advised that she is pleased to confirm that David Bentley will take on the training assessor role for the group as currently the district and county have lost some of their trainers who have not returned to their roles after the pandemic, which is why face to face training sessions and the training calendar are not being publicised at this time. David will help leaders with their training especially with anyone wishing to get their Wood Badge. He will be there to support new leaders. Sarah is also on the final stages of launching a new volunteer pack, to help our new volunteers with links and information on the group, scouting, roles and where to find more additional information.

e) Bill Fiske – Recruitment of new leaders.

Bill enquired as to how we are going to engage more with parents and encourage them to become more involved in scouting. Sarah advised that we continue to try new options, unfortunately our Social BBQ on Friday was cancelled, however, to be honest it was not well taken up by parents, there is not just one solution to this many organisations are struggling to recruit volunteers and there are a few things that we can do in order to gain some traction with our parents, the community that can highlight the group (social media, website, event co-ordinator, quarterly newsletter, social events, volunteer pack)

f) Fran Allan – Drying tents

Fran enquired how we would be able to dry tents if the dog training school are using the hall on a Monday morning. Galia said that she would notify them of any dates that were needed to dry tents after camps and could the Scouts/Explorers let her know dates of upcoming camps. Possible camps would be the 'fire and ice' camp in January and a possible Scout camp in October. Dates to be confirmed.

Fran would also like a permanent rigid pole to use as an anchor for bivies.' Request noted and the Executive will look at suitable sites once landscaping / fire pit relocation has been made and its feasibility

g) David Bentley – Thank you event for Mark and Martin

David enquired if there would be a thank you event for Mark and Martin. Rik also mentioned that it should include past leaders like Jon Slattery. Our cancelled BBQ was intended to as a thank you as well as a recruitment drive. Mary mentioned that due to Covid we have not been able to organise any thank you to leaders' events.

MEETING MINUTES



- h) Comments arising from Oliver regarding the Wednesday art club who leave tables out and often forget to lock the scout hut and the gate.

15. Date of next AGM to be in September 2023

Appendix -

Waiting Lists

September 2022	<u>Total</u>	<u>Boys</u>	<u>Girls</u>	September 2021	<u>Total</u>	<u>Boys</u>	<u>Girls</u>
<u>Beavers</u>	73	57	16	<u>Beavers</u>	80	64	16
<u>Cubs</u>	30	22	8	<u>Cubs</u>	21	14	7
<u>Scouts</u>	14	8	6	<u>Beavers</u>	9	6	3

NB Waiting lists for Beavers include children aged 4-7 years old, Cubs includes children aged from 8-10 years old and Scouts include children aged 10-12 years old.

Early Leavers for 2022

Beavers – 4

Cubs – 12

Scouts – 2.