

Agenda No.		Action By:												
Present:	<table border="0"> <tr> <td>Imogen Boote (YC)</td> <td>Shay Norman</td> </tr> <tr> <td>Colin Greatbatch (DDC)</td> <td>Rob Poole (Treas)</td> </tr> <tr> <td>Dale Harrison (DC)</td> <td>Mike Smith</td> </tr> <tr> <td>Judith Hunter</td> <td>Steve Travers</td> </tr> <tr> <td>Michele Lawrence (Chair)</td> <td>Barry Walker (DDC)</td> </tr> <tr> <td>Liz Mapperson (Sec)</td> <td>Peter Whitehouse</td> </tr> </table>	Imogen Boote (YC)	Shay Norman	Colin Greatbatch (DDC)	Rob Poole (Treas)	Dale Harrison (DC)	Mike Smith	Judith Hunter	Steve Travers	Michele Lawrence (Chair)	Barry Walker (DDC)	Liz Mapperson (Sec)	Peter Whitehouse	
Imogen Boote (YC)	Shay Norman													
Colin Greatbatch (DDC)	Rob Poole (Treas)													
Dale Harrison (DC)	Mike Smith													
Judith Hunter	Steve Travers													
Michele Lawrence (Chair)	Barry Walker (DDC)													
Liz Mapperson (Sec)	Peter Whitehouse													
1. Welcome	The meeting commenced at 7.30pm. The Chair welcomed everyone to the meeting.													
2. Apologies	<table border="0"> <tr> <td>Matt Clutton</td> <td>Don Longhurst (DDC)</td> </tr> <tr> <td>Richard Hawthorne</td> <td>Sara Walklett (DESC)</td> </tr> </table>	Matt Clutton	Don Longhurst (DDC)	Richard Hawthorne	Sara Walklett (DESC)									
Matt Clutton	Don Longhurst (DDC)													
Richard Hawthorne	Sara Walklett (DESC)													
3. Minutes of last meeting	The minutes of the meeting held on 3 rd December 2019 previously circulated, taken as read and approved. All agreed, signed as a true record and placed in the minute book.													
4. Matters Arising	Joint District Scout Commissioners John Ratcliffe & Oliver Brock to attend District Executive Meetings as ex-officio members.													
5. Sub Group Reports	<p>5.1 Appointments Notification of all new appointments had been circulated and congratulations was given all those taking up new roles. It was noted that the average age of those taking up roles was lowering.</p> <p>5.2 Financial Report Previously Circulated. Income from the sale of Burdi Boys tickets has now been received along with the payment for the Australia Bushfire badges. Payment for these badges has yet to be made.</p> <p>Discussion was held about Burdi Boys or Potteries North becoming a registered charity in order to apply for a grant. Committee decided as District would be most appropriate. RP to investigate the process and findings will be presented at the next meeting.</p> <p>It was also noted that we have not as yet received a thank you from the Parkinsons charity for the donation sent after Burdi. This is to be chased up.</p> <p>5.3 Health and Safety Nothing to report</p> <p>5.4 Awards Award recommendations had been received but nothing higher than the Medal of Merit. Nominations can now be made on the District website. It was felt that people may be missing out and Dale agreed to email GSL's regarding this matter.</p>	<p>RP</p> <p>DH</p>												

	<p>5.5 Events</p> <p><i>Swimming</i> - It was reported that this had been a great success with new groups attending and leaders requesting that it be repeated. A total of 123 took part which covered the cost of the pool hire of £95/hr as it was charged to groups at £1.50 per head. Dale said that he would in future be happy for this to be repeated even if all costs were not covered as it supported badge work and District would pay any shortfall.</p> <p><i>District Camp</i> - Deposit is being paid for the 'It's A Knockout' activity. Some groups are appearing not to want to attend. Groups are to be encouraged to speak to the district about this. Posters about camp have been circulated throughout the district. It was agreed that the district cost of the camp should be removed from any external advertising so groups can adjust if necessary.</p> <p><i>Big Camp</i> – Only two groups so far have got back to Barry. Deposits to be paid by March. To be promoted</p> <p><i>Swimming Gala</i> - To be held at Fenton Manor on 21st March 2020</p> <p><i>St George's Day</i> – Sunday 26th April 2020. Dale is to discuss with Barry the Marshalling arrangements for the parade.</p>	<p>BW</p> <p>SN</p> <p>SN</p> <p>DH / BW</p>
<p>6. DC report from ADCs</p>	<p>CG attended the ADC Programme meeting on the 20th January. It was reported that there is no job description for this role. It was agreed that the name is to be changed to ADC section. Appointment of new ADC's. As Dave and Gemma are so heavily involved with Burdi every 2 years it was discussed that at least one additional ADC be appointed to help within the District programme team. These to be advertised to all adults, although DH has 2 people he would like to approach.</p>	<p>SN</p>
<p>7. DESC Report</p>	<p>All read report from SW</p>	
<p>8. Census Update</p>	<p>One groups numbers still to come in. Approximately 200 children down & 100 leaders down. Main loss in numbers thought to be due to a low intake in primary school and children not swimming up to Cubs. Our biggest loss (as is national trend) is in the transition from Scouts to Explorers. The focus in the next 3 months will be 'Grow Your Group'.</p>	
<p>9. Burdi</p>	<p>The finance report was presented. £1524 surplus. The last show was considered a great success with a 'real buzz' around it. Approximately 50% of the cast attended the social event. More events are to arranged in the future. The next Burdi Show will be held at the Rep Theatre which has already been booked.</p>	

	<p>PW proposed that they approach the same three producers. This was accepted by all.</p> <p>Email to be sent to producers by BW. ML to send congratulations to all those involved in Burdi.</p> <p>It was highlighted that a large donation has secured the future of Burdi.</p> <p>Burdi costumes are due to be sorted on Feb.15th/16th at Milton HQ where they are kindly being stored.</p>	<p>BW ML</p>
10. Digital Update	<p>A Notebook has been purchased and given to LM (Secretary).</p> <p>Online Awards and NAN form both live on website and getting submissions to the relevant members of the team.</p> <p>Using Google Sheets, the District Team now have a shared place to organise visits to groups, meetings and training.</p> <p>Two main WhatsApp groups have been created to include the relevant people. One for Exec members and one for District Team members.</p> <p>OSM District Dashboard will be used to monitor statistics/growth/areas for support. SN/DH to contact County about getting the relevant access for members of the Team.</p> <p>New District emails setup for Sue, Malcolm, John and Oliver.</p> <p>Compass tidyup to be arranged, updating primary roles, incorrect emails, group/section meeting times etc</p> <p>Sara Turner very kindly helping with graphics and design for our events</p>	<p>SN</p> <p>SN / DH</p>
11. District Chair's Business	<p>Euro-Jamboree donation request has been received. CG proposed to donate £100 each to both Jess Walkett and Evie Wilson. This was seconded by PW. Formally reply to donation request</p> <p>DH/ML has been invited to visit a County finance meeting by a very strongly worded letter. This follows correspondence between ML and Pat Russell (County Chair) about the county levy. Arrange meeting of DH & ML with Pat.</p> <p>David Bell – A letter has been received asking for a donation towards his London Marathon fundraising. DL in his absence sent a message that charities are not able to give to other charities. It was agreed that we as a district would promote the cause via our social media but not make a donation. Formally reply to donation request</p>	<p>ML</p> <p>ML</p> <p>SN</p> <p>ML</p>

12. Youth Commissioners Business	<p>New UK wide YouShape badge being released this year. Similar modularity as the Young Leaders award with different sections earning different branches. It is currently in the design stage and should be ready March/April 2020. To be promoted across District.</p> <p>On the brand centre there is a card for Explorers turning 18 Gives all opportunities at 18+ Push to explorer leaders.</p>	<p>IB</p> <p>SW / IB</p>
13. District Commissioners Business	<p>When it comes to Leader Training, especially for modules or key skills – the suggest funding structure should be: Individual = 1/3, District = 1/3, Scout Group = 1/3. This to be encouraged to GSLs. Training opportunities to be pushed out to adults</p> <p>The proposed dates for the safeguarding training are not suitable for everyone. We have DH and Ceris Walker as trainers. Arrange more convenient dates.</p> <p>Grow Your Group First event will be held on Thursday evening, followed by three Saturday morning workshops to be held at Werrington HQ.</p> <p>£2000 will be made available from District to support the purchase of banners/flags/signs for our groups as part of the GYG scheme. The current census is the basis to be used for showing growth/decline of the district. A future census done at a district level was suggested for part way through the year to assess how group numbers were progressing. OSM to be used to help produce some of this data.</p> <p>A letter to be sent to GSL's explaining what the pot of money may be used for. The district will order any items requested for group promotion.</p> <p>New Scout Group - Cobridge North Road School & Muslim Scout Fellowship have been in touch with Dale requesting the possibility of setting up a new group. We are keen to get them involved in the District. They want to open all 3 sections, but due to being a Muslim only school they want to have sections as follows:</p> <ul style="list-style-type: none"> a) Beavers and Cubs to be mixed boys and girls. b) Scouts segregated but both following the same programme. <p>It was suggested that initially it was to be set up as a satellite group from Burslem, utilising their executive.</p> <p>JH proposed that a sum of money be made available (£2K) for the setting up of the group. RP seconded this so long as defined conditions were attached to how it could be spent.</p>	<p>DH</p> <p>SN</p> <p>DH</p> <p>DH</p>
11. AOB	None. There being no further business the Chair thanked everyone for their attendance and the meeting closed at 9:00pm	
12. Next meeting	The date and venue of the next Executive Committee Meeting is Burslem Community Fire Station 4th May 2020 7:30pm	

DRAFTED
Liz Mapperson (Sec)
3rd March 2020

APPROVED
Michele Lawrence (Chair)
11th May 2020