

POTTERIES NORTH DISTRICT SCOUT COUNCIL
EXECUTIVE COMMITTEE MEETING



Zoom Meeting 11th May 2020

Agenda No.		Action By:																		
Present:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Imogen Boote (YC)</td> <td style="width: 50%;">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> <tr> <td>Oliver Brock</td> <td>John Ratcliffe</td> </tr> <tr> <td>Matt Clutton</td> <td>Amy Ratcliffe</td> </tr> <tr> <td>Ceris Walker</td> <td>Sara Walklet</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	Oliver Brock	John Ratcliffe	Matt Clutton	Amy Ratcliffe	Ceris Walker	Sara Walklet	
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																			
Oliver Brock	John Ratcliffe																			
Matt Clutton	Amy Ratcliffe																			
Ceris Walker	Sara Walklet																			
1 Welcome	The meeting commenced at 7:30. The Chair welcomed everyone to the meeting.																			
2 Apologies	Don Longhurst																			
3 Minutes of last meeting	The minutes of the meeting held on 3 rd February 2020 were discussed. It was agreed that the word "Condescending" be removed and replaced with a lesser word.	SN / LM																		
4. Matters arising	Charity Registration. The matter of the district becoming a registered charity was raised. It was felt that this should be looked into once the accounts for this year had been audited and not beforehand. This requires trustee signatures.	RP																		
5. AGM and Executive Nominations	<p>Accounts The accounts have been completed, circulated and approved the executive. They are to be audited as soon as possible, and no later than the end of this financial year.</p> <p>AGM It was agreed that this year's AGM will take place virtually at a date to be confirmed. Ideally it will take place before the County AGM due to take place in September, and Kibblestone's AGM on 24th June 2020. Imogen agreed to represent District at the Kibblestone AGM. Sara and Amy agreed to vote at the County AGM.</p> <p>An email to be sent to GSL's and SASU asking for two nominated members, from each Group, whom will be able to vote on behalf of Group at the AGM. Suggest GSL & Chair.</p> <p>Response will be requested before 30th May, 2020. Once this has been established, the Voting members will be asked to agree that all</p>	<p>ML</p> <p>LM</p>																		

	<p>Executive members be approved to stand for a further term of office, due to extenuating circumstances this year.</p> <p>An email to be sent out to all GSLs notifying them that this years AGM will be held virtually using Zoom.</p> <p>Colin and Shay will collate and circulate this years AGM reports booklet electronically. They will not be printed as has been done in previous years.</p> <p>Reports are to be requested from the relevant sections.</p> <p>Executive Structure The proposed executive structure is as follows:-</p> <p>Chair - 1 Michele Lawrence</p> <p>Exofficio Members - 6</p> <table border="0"> <tr> <td>Imogen Boote</td> <td>DYC</td> </tr> <tr> <td>Dale Longhurst</td> <td>DC</td> </tr> <tr> <td>Liz Mapperson</td> <td>Sec</td> </tr> <tr> <td>Rob Poole</td> <td>Treasurer</td> </tr> <tr> <td>John Ratcliffe</td> <td>DSNC</td> </tr> <tr> <td>Sara Walklett</td> <td>DESC</td> </tr> </table> <p>Elected Members - 5 Matt Clutton Amy Ratcliffe Mike Smith Steve Travers Peter Whitehouse</p> <p>Nominated Members - 5 Colin Greatbatch Don Longhurst Shay Norman Barry Walker Cerin Walker</p> <p>Co-opted Members – 2 (To be approved at first Exec. Meeting following AGM) Oliver Brock Judith Hunter</p> <p>Richard Hawthorne has asked to stand down from his executive role.</p>	Imogen Boote	DYC	Dale Longhurst	DC	Liz Mapperson	Sec	Rob Poole	Treasurer	John Ratcliffe	DSNC	Sara Walklett	DESC	<p>LM / SN</p> <p>CG / SN</p> <p>LM</p>
Imogen Boote	DYC													
Dale Longhurst	DC													
Liz Mapperson	Sec													
Rob Poole	Treasurer													
John Ratcliffe	DSNC													
Sara Walklett	DESC													

<p>6.DC briefing on HQ meetings.</p>	<p>Restarting of Face to Face scouting will be September 2020 at the earliest and may be as late as January 2021. A plan needs to be put in place to support groups. Social distancing within scouting to be discussed at next GSL zoom meeting.</p> <p>The question was raised as to whether all groups would be able to financially restart. The increase in capitation will be a challenge for some groups and loss of subs will have had a negative impact on some groups.</p>	<p>DH</p>
<p>7. Finance</p>	<p>Council Grants Some groups have already and applied and received a 10K grant. This is available to all groups who own their own buildings and that have a rateable value, even if that be £0 / £1.</p> <p>Some groups within district pay rent for their HQs and therefore are not able to claim. It was agreed that district money should be set aside to support these groups. It was also felt that a sum of money be available that can be issued without it having to be agreed each time by the executive.</p> <p>It was also suggested by Judith that groups, where possible, may be able to support each other.</p> <p>Following Robs email to all groups regarding any financial concerns they may have, replies were received before groups had successfully received their grants. Biddulph expressed most concern as they do not own their own building. Chatterley and Tunstall did not reply, although it was felt that Tunstall should be OK as they are entitled to the grant, but Chatterley may struggle as they are not eligible for the grant.</p> <p>A support plan for these groups is to be discussed at the next executive meeting. In the meantime, the district emergency fund is in place to help if needs be.</p> <p>Finance Report District is very solvent.</p> <p>PRS Licences Rob questioned whether the district should continue to pay for these for all groups. No decision made.</p> <p>Gift Aid Burslem and Biddulph don't currently claim it. Burslem are to be helped to get a charity number so that they can claim it in future.</p>	<p>RP</p> <p>RP</p>

<p>8. Kibblestone Update</p>	<p>Colin and Michele attended last meeting. Kibblestone reported that they are financially OK at the moment.</p> <p>Colin reported that they had received their council grant. Staff have been furloughed on Full Pay.</p> <p>The toilet improvements are currently on hold.</p> <p>High Adventures have pulled out using the facilities at Kibblestone for the foreseeable future due to Covid19.</p> <p>All activities have been cancelled. Some groups have rebooked for future dates.</p> <p>Dale asked if there was any mention of selling off any buildings. Colin reported that they were currently unable to rent out any of the buildings, but that there had been no mention to sell them. Idea was discussed but was discounted to the fact that their value is currently low.</p> <p>Michele to raise this matter up again at the next executive meeting.</p> <p>Renaming of 'Boys Field' was discussed.</p>	<p>ML</p>
<p>9. St Georges Day</p>	<p>Congratulations and thanks were expressed to Shay for his fantastic St Georges Day production. It is believed that Potteries North was the only district to stream a full service.</p> <p>A letter of thanks is to be sent to Father John.</p>	<p>LM</p>
<p>11. AOB</p>	<p>Dale thanked everyone for all their efforts to keep scouting alive.</p> <p>Judith shared the sad news of the death of Mrs Kay Dale, Group secretary at 7th Wellington. She passed away at the Dougie Mac on 7th May 2020. Judith has sent a sympathy card to her family.</p> <p>There being no further business the Chair thanked everyone for their attendance and the meeting closed at 8.35pm</p>	<p>JH</p>
<p>12 Date and time of next meeting</p>	<p>The date and venue of the next Executive Committee Meeting is to be confirmed, hopefully shortly after the AGM</p>	

DRAFTED
Liz Mapperson (Sec)
23rd May 2020

APPROVED
Michele Lawrence (Chair)
6th July 2020