

Minutes

Monthly Meeting

Date/Time: 4th December 2008

Location: Scout & Guide Hut

Committee: Chairman: Gary Smith, Secretary: Trevor Mills
Gerard Page (Scouts), Chris Jones (Cubs), Mr Sturgeon, Sue Lee (Cubs/Scouts),
Chris Jones, Bonnie Beard, Paula Wright, Kathryn Long, Liz Bennett

Leaders: Jan Bovingdon, Paul Bovingdon, Matt Bovingdon, Karen Pigram, Debbie Hesmith,
Nea Powell, Barbara Fookes

Parents: None present!

1. Apologies

Apologies received from Sue, Liz, Paul, Christine, Gerrard, Catherine & Karen

2. Minutes of previous meeting

Minutes proposed and agreed.

3. Treasurers Report

Bank account balance currently stands at £2,164
We have raised over £2,500 over the last 12 months!

3.1 Annual Rent

Annual rent was to remain at £200 pa per group.

4. PIR (Post Implementation Review)

Raffle

Raised a total of £486

Quiz Night

A great time was had by all and the team entry raised £149

Chocolates

Sales commission of 10% has generated £90

Halloween Disco

Ticket sales and money from snack sales has raised £158

5. Hut Maintenance

Kitchen Refurbishment & Computer Suite

Kitchen has been delivered.

Volunteers are required on or before Saturday 20th Dec to help empty the kitchen of all condiments ready for the removal of the existing kitchen units.

Plasterers and an electrician have been scheduled to come in over the closed Christmas break, and a skip has been ordered to remove the pile of rubbish that has been growing by the sheds.

Extra worktop has been ordered and additional flooring for the computer suite. PC's will be configured and networked too.

Fire Safety

"Push to open" sticker has been installed

Fire Extinguishers have been checked.

Fire Action Plan still needs to be documented

Action GP, MS & GS

Boundary Fence

A quote of £1,000 has been obtained from Shipp Builders but was for too expensive for consideration at this time.

Memorial Camp Fire

Works scheduled to commence over the Christmas break if time allows as it have been over a year we agreed to create this memorial.

Action TM

Tractor Shed

Tractor shed is a little on the small side.

Alternative storage is being sought.

Action TBA

6. Fundraising

We discussed fundraising for 2009 and have decided that we will only run three events this year to allow the individual groups to raise their own funds. However we will still run the Tea Tent at the village show, the Halloween Disco and the Christmas Raffle.

7. AOB

Additional Maintenance Issues

Internal store door to be installed

Door glass to be installed above entrance door

External doors to store room – obtain quote – Action KP

Tiles to be installed under hand driers

Disabled toilet needs to be cleared of junk
Install electric heater in Computer Suite
Investigate alternative heating for the main hall.

Wheelchair Access

Need to investigate creating wheelchair access to the hut.

Thank you letters

Letters to be sent to :-
Shipp Builders for sponsoring the raffle tickets

Committee Members

We are still in need of more committee members, and existing members to attend our regular meetings. If you are unable to attend please advise Gary via email at gary@smiffy.info if you wish to send an apology or let a fellow member know.

Housekeeping

Just a reminder that the hut should be swept and cleared after each meeting and/or event. Apparently extra work was required after the recent Halloween Disco event.

Working Weekend – 20th December

Help is required to empty the Kitchen units so that they can be removed and the new units installed. This does clash with the Sainsbury's Bag Packing morning, but please try and spare us half an hour.

8. DONM

Next meeting is on **Thursday 5th February 2009 @ 7:00pm**