

# Minutes

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## Monthly Meeting

**Date/Time:** 26<sup>th</sup> March 2009

**Location:** Scout & Guide Hut

**Committee:** Chairman: Gary Smith, Secretary: Samantha Smith, Treasurer: Trevor Mills  
Sue Lee (Cubs/Scouts), Gerard Page (Scouts), Kathryn Long (Beavers/Cubs),  
Jane Barker (Cubs), Tracy Mills (Rainbows), Laura Smith (Cubs), Jeremy Haynes  
(Cubs), Jules Pettitt (Scouts), Laura Smith (Cubs)

**Leaders:** Jan Bovingdon, Matt Bovingdon, Karen Pigram (KP), Liz Bennett, Jules Pettitt,  
Chrystal, Nean Powell, Barbara Fookes, Debbie Hesketh

**Parents:** None present!

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### 1. Apologies

Apologies received from Karen, Matt, Sue & Gerrard

### 2. Minutes of previous meeting

No minutes as first meeting of new committee

### 3. Treasurers Report

Bank account balance currently stands at £322.97  
After paying for Electrics and Doors

### 4. Hut Maintenance

#### **Memorial Camp Fire**

Thanks to the last working party that have created the fire circle  
Benches & Fencing subject to successful Grant application.  
Karen to source a brass plaque approx 2.5" x 8" to read  
"In Memory of John Thompson"

#### **Tractor & Shed**

Lean-to to be constructed down side of hut.  
Action TBA

#### **Sewer/ Manhole Cover Replacement**

Further Investigation Required  
Action GS + TM

## 6. Fundraising

### **Village Show: Action Plan**

All group leaders to email/letter drop their members requesting help on the day and for donations of home made cakes. **Action Leaders**

Each group to provide flag and other branding so that visitors to the tea tent know that they are supporting Scouting & Guiding in the village. **Action Leaders**

Parish Mag to run an advert requesting Cake donation be made to the Hut and delivered to Jules Pettitt at No 9 Cedar Way during the week before the show. **Action GS**

Visit Booker purchase drinks for Tea Tent. **Action TM & TM**

Visit Morrison to purchase bread and sandwich fillings etc. **Action JB**

Print sandwich labels and pricing posters, **Action GS**

Write to WI in Great Bentley. **Action GS**

Write to WI in Thorrington. **Action LS**

### **Sat 5<sup>th</sup> Time Table**

8am	Meeting on Green to erect tent
9am	Meet at Scout Hut to make sandwiches
11am	Serving to stall holders and helpers
12-2pm	Rush of customers for Lunch and refreshments
5pm	Pack away and take down tent.

## 7. AOB

### **Emailing**

Has been suggested that all group leaders email a copy of the events/ minutes to all parents

### **Key Holder**

Following a recent incident ....

Details of a primary key holder to be provided to local Police and Good Neighbours Guide.

Possible have sign on gate for "Emergency Access" contact details.

Action GS



# The Scout & Guide Hut Committee



## Committee Members

We are still looking for more committee members, and for existing members to attend our regular meetings.

If you are unable to attend please advise Gary via email at [gary@smiffy.info](mailto:gary@smiffy.info) if you wish to send apologise or let a fellow member know.

## 8. DONM

Next meeting is on **Thursday 10<sup>th</sup> September 2009 @ 7:00pm**