## Minutes of the Finance sub-Committee 11 November 2015 &.30pm District Scout Headquarters

Present:	Tony Andrews (Acting Chairman), Steve Clarke (Treasurer), Ray	
	Salisbury, Tracy Seton, Alison Wilkinson (Secretary), Craig Dewer (DC)	
Apologies:	None	

1.	Welcome and Apologies	
	<ul> <li>Ralph Squire</li> <li>Since the last meeting Ralph Squire resigned as member of the Finance</li> <li>Committee with immediate effect.</li> <li>Committee proposed that we write to Ralph to accept his resignation.</li> <li>TA to do this ALW to email postal address to Ralph.</li> <li>Exit from last meeting</li> <li>At last finance meeting there was a problem with the exit from the office</li> <li>on Moor Street. Both exits were blocked with Heras fencing, erected by</li> <li>the Glow Rooms Bar. TA wrote to Licensee outlining problem. TA</li> <li>received a reply from Glow Rooms - blocking-off will not be repeated</li> </ul>	ТА
2.	Minutes of Meeting held 9 July 2015 Action 3A – Action for CD No further progress has yet been made to install Wifi at HQ. All other minutes approved as accurate.	151001 October Sub-Committee Meeting
3.	<ul> <li>Matters Arising <ul> <li><i>Monitoring of Expenditure</i>.</li> <li>TA suggested that each line in the budget had a cost centre.</li> </ul> </li> <li><i>Revaluation of Littledale and Silver Helme Activity Centres (plus Insurance)</i> <ul> <li>RS has been in contact with Fisher Wrathall in regard to the valuation for the insurance. The figures have been renewed with insurance using Unity Insurance (operated by Scout Association) <ul> <li>RS gained info from Fisher Wrathall - Normally this is charged at £250 +VAT per but if we can wait it will be £195 + VAT</li> <li><i>Wi-Fi in District HQ</i> <ul> <li>No further action to report</li> </ul> </li> <li><i>Group Accounts</i> <ul> <li>At this stage are minimal.</li> </ul> </li> <li><i>Accountant Fees</i> <ul> <li>SC has been waiting for Lonsdale and Marsh. This has been priced at £720+ VAT (see SC email). Committee agreed to this.</li> </ul> </li> </ul></li></ul></li></ul>	
4.	Membership of sub-Committee TA advised that he and SC have an idea of a potential member new member in mind but need to discuss with CD the District Commissioner.	

5.	Review of Expenses Policies	Lonside David Scott Court Exposes Pelay Appoint (1997)
5.	TA does not believe anything needs to change.	LONGOLE OUTNOT SCOUT COUNCE. EXPENSES POLICY FOR IMMERIS OF THE DISTINCT TEAM, DISTINCT OFFICIALS AND OTHERS AG INCCESSARY
	Agreed mileage rate remains at 25p per mile.	Prentitie: Is the policy of the Distoit Decoder Domelities that no person interdoes of the Distoit Team, Distoit Official, and starts are nonsergivit shall be preneted than undersking a rule is supporting Socialing, within Usedia Orbits (Internal Team).
	All agreed needs to go to the District Executive as a recommendation.	Expresses Policy: The Dated Decode Committee will neithborse the casts incomed by an authorized period <sup>1</sup> . If they wish to date some or at all the expresses incomed is supporting Searching within Lawsche Datafier under the fail work predictor.
		<ul> <li>a. Install</li> <li>b. Administrative costs, such as:</li> <li>(1) Postage.</li> <li>(2) Helpform.</li> </ul>
		<ul> <li>(b) Balancery,</li> <li>c. Conference and meeting lines (subject to prior approval by the person's line memoger').</li> <li>Other terms:</li> </ul>
		At it is no policy that is present should be prevented them underking a role in supporting floating, within Localdo District, for up franced lasses of them more type instrumed were further francial assistance may be required. The underlands general should make the within their the District Commissione or District Charman, in the lastence, Such an assistance of be treated execution (and in contraction by the laster two, which a should varie that general the laster the based in develop (and in contractive budget of the laster two of a should you be a policy the laster to be treated executive would be experiment. The such a role as and during the general executive treated are been assisted as a should be a should be an experiment (about the laster).
		Events: In organising admittee and events, within the Dahids, any expenses incomed should be a charge on the approach budget for that admits/event and not induced in an individual is expenses, clears, Authorized Research
		The encloses can be agreed at 26g per calls, Other expressed barries will be paid at cost assorptions if it is proposed to darie highprovide same protoch be the two performation provide high barries and with white the Daticit Connecisioner or District Chammas plots to their first dama (in order to agree a methodologis Quine Process)
		Expenses cares are a re-sommer or ner uneres objection cares rom (or the unex) measure.
6.	Treasurers Report – Report from SC (4 <sup>th</sup> Nov)	<u>100</u>
0.	See attached document	a
		151111 Treasurers
		Report (Finance).docx
7.	Budget for Forthcoming Financial Year	
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	District (Excluding Activity Centres)	151111 Budget 2016.x
	After a long and detailed discussion the sub Committee agreed to	
	propose the following budget for 2016 to the Executive at the meeting	
	on 17th November:-	
	District levy £36.50 made up of national fee £25.50, and proposed	
	District levy for running expenses £10.50 plus Jamboree 50 pence. The	
	projected expenditure is $\pounds 24,850$ and projected income $\pounds 17,478$ . The	
	treasurer was comfortable with the projected deficit of £7372 as this was	
	roughly equal to the projected surplus in 2015	
	Activity Centres including Fees Review	
	All happy with Budget. Take to Exec Meeting	
	Unable to increase to fees, come back next year with increase proposals.	
	Add in Marketing budget (TS suggestion)	
8.	Explorer Scout Finance and Support Group Report	<u></u>
	See attached documents	a
	TS advised that the group met last Thursday (3 Nov). TS is Chairman.	reports of the meeting (
	Tracy gave a detailed explanation of how finances are run, and the	the EFSG 5-11
	actions proposed to move forward.	
		d
	Next meeting is scheduled for January 2016. TS will send notes out to	Gift Aid declaration for
	Finance sub-Committee.	Lonsdale.do
	TS asked the committee for permission to open a bank account to	Eonsuale_do
	receive monies for District Explorers particularly for small accounts.	
	TS will collate details and provide a written proposal at the next meeting.	a
	Gift Aid	Gift Aid declaration for
	TS also discussed gift aid.	scout assoc
	TA will review forms from TS against the HMRC documents.	

	See attachment 1. G 2. G 3. G 4. A 5. A 6. A 7. G 8. G 9. R Annual Accts less than 3rd 10. A 11. A Draft Sharp Bequest Review Report See attached document.	
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-		Rayot for France and Connotes Rearys Report - Constantion Review 11 November 2015
10.		
		SHARPE BEQUEST - CONSULTATION REVIEW
	Agreed wording will be changed to say that if too many requests have	Earlier this year a consultation was undertaken in relation to the Sharpe Bequett. Although the discussions at a District Lander' Meeting (or 22 January 2015) indicated extensive support for the proposed changes subsequered discussions indicated that there was potentially a minefaild to negotiate (which might musit in divisions within the District).
		Loceward a small group to review the matter - consisting of Hospard Generologi (Rouse), George Long (Interne Transles) and Jona Witten (JAC (2004)) - Iso collision the way alread. We met on 24 October 2015 (although Fona was unable to join us due to talfector). The purpose of this report summarises our discussions and/to make a number of incommendations.
	been made groups will not be eligible for funds if they have had them in	Maurice Shappi's WH It may be helpful to semind ourselves of the exectional of Maurice Shappi's with
	the previous year. TA to make amendments.	(1) as to the fixed two proces thereof for the Longentum and Exterior forms: formed in our two accessors to its invested by the Control, as its administra discretation and the instances taken in providing explosi- ance the Longentum form. Comparing history of park takes and Karpan programs for Longentum form, and the Longentum former pour available from two sources and that this languages must see the world for the former purposes and the Longentum former.
		Consult and Lindow Andrew Andr
		As there were a number of point raised damp the group's discussions, I have taken the opportunity to discuss the default of the will were a difficult (with expertise in this area). There were a number of points he nised, that report
		<ul> <li>It was considered "bragdiff" that our predications in that that the decision to average to maintain the capital value of (b) have (b) at it was a considered).</li> <li>Internet mass which could have been considered).</li> <li>There is a subdit distriction between using the words' which was't the former could be regarded as a subdit distriction between using the words' which was't that it was a subdit distriction between the internet in the maintain the beaution.</li> </ul>
		<ul> <li>In the context of seeking general-aid from other bodies, it was considered that such monies obtained by this stude about the applied to indices, consequenting(it, the value of the grant to be paid from the disquest (thus not allifexing the half to be ment from Group funds).</li> <li>It was mereminent data as earlies such stations. The Darker's Commission mutual (in the extension</li> </ul>
		of the number of powerial beneficiaries to include all the Social Groups within the area of Lonatale Desist Count Council.
		ТА
11.	Lancaster Scout and Guide Shop – Draft Report of Meeting	
	The draft report of a recent meeting was reviewed. It had been agreed	Record of Discussions Lancaure Social and Guide Strop 19 October 2016
	£200 paid per month be paid to us as a contribution for the exclusive use	LANCASTER SCOUT AND GUIDE SHOP
	of part of the premises. Other running costs are picked up at the end of	From a personal view-point prior testinely new to Lonsteil Social Point(a) Local not determine it then had new been not formal agreement between the particle in indicio the bacessino of Lancaser Souri, and Guide Shop (and parkolativy its cy-baceton with Lonadas Detects 2015). To consider the and other means a newering was convoluted Indicatly 16 October 2015.
	the year. Much of the reported discussion was in relation to distribution	In our opening discussions we all confirmed the banelit of opening a https://in that the service offend a more velociting, personal and off bables with mere shadow they depeny (when compand with local, commencial relativity). The downside is the publish they not have been maximized and opening hours are seaticated by a lack of additional volume.
		Operating Costs It was identified that there were a number of dom associated with the operation of the thop: • A contribution, to Lonstate District Scott CodeL in Pagesci of the expenditure incurred for
	of any surplus distributed.	the excusive use or plant of the climical velocity and plant by the thop ;  The insurance of stock and finding (obtained within the generium for the District Headquarters), An honorasium plan any other number cores.
		For a number of years (probably lacon to make of the Clarific Handquariens to Moor Street the contraction (into aim) particles (C) 400 per alivors. During this period them have been (upward) net invives for the premises. As the Scott had changed the dise of takend of their forancial free from 31 March to 31 December free was alive ordiance as to patients made (jo he Scott Scott) (in execut) years.
		Lot the trady handbal yields produce in blacks, it was not your beamshading that the topologic particular to the trady of the trady
		<ul> <li>Fixeaction Verse To 3 difficult 2015: the combination in respect of the use of the building (and the insurance permittion) or - and the accounts for his year have put to be final and.</li> <li>It was noted that in the paratimeters payments have been made in builk but that the Social Council has to pay sent to the landbard on Quanter Days. After considering versions alternatives, it was agreed that</li> </ul>
		<sup>1</sup> Han rukangunity han ruka name al sama adama nakana nakaty in te operation of the 'ang' up to admost 1000 (particularly constraint). <sup>2</sup> The say sound areas representation of 4. Constraint of Constraints.
		Linchel for the filter of the set of th
12.	Any other business	
	NONE	
13.	Date of Next Meeting - 4 February 2016	
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