

MINUTES OF A MEETING OF THE FINANCE SUB-COMMITTEE  
Held on Thursday 9 July 2020 at 7.30pm using Teams

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PRESENT: Steve Landles (Chair); Steve Clarke (Finance Officer); Tony Andrews (District Chair) and Mandy Sweet (District Commissioner); and Ray Salisbury (Activity Centre Treasurer)

APOLOGIES: Robert Gill (Secretary)

**1. Welcome and Chair's Opening Remarks:**

The Chair welcomed those present and thanked them for their attendance.

Action

**2. Minutes of Meeting held 14 May 20**

The minutes of the last meeting had been circulated and were agreed as a correct record of that meeting.

**3. Matters Arising**

**a. Electricity usage**

To be reviewed in October

MS

**b. Contents Insurance**

Recording of the location and extent of Explorer equipment is the responsibility of the 14 – 25 Finance and Support Group.

Disch

**c. Activity Centres Report**

Littledale Water System refurbishment reported 99% complete. Responsibility for remainder is on ACMD

Disch

**d. Scout Group Accounts**

Most Groups have now made satisfactory returns. Issues remain at: Silverdale – (lacking independent scrutiny) and 1<sup>st</sup> SwH, Galgate and Westgate. Whilst we continue to insist on proper accounts to be provided, we recognise in each case there are issues which make this difficult.

MS

**e. International Fund – Grant Applications**

Some have been paid for events which may not go ahead.

Tony took an action to look at the allocation grants

TA

**f. Scout and Guide Shop Accounts**

There have been discussions about options for the shop. However, progress cannot be made until face to face meetings resume giving an opportunity to consult.

**g. Accounts Year End 31 Dec 2019/AGM**

Will be 17 September

Disch

**h. Gift Aid Income Tax Repayments**

TA reported the 14 – 25 Committee is being reformed. A Gift Aid initiative is being developed with 1 group and progress will be reported to this committee.

Disch

	Action
<p>i. <b>Government Covid 19 related grants</b> The Finance Officer was successful in obtaining a £10K grant for 3-4 Moor St.</p>	Disch
<p>j. <b>Investments Proposals</b> The Investment Subcommittee has met and will be developing proposals at a later meeting.</p>	Disch
<p>k. <b>Sharpe Bequest 2020</b> TA has invited applications</p>	Disch
<p>l. <b>Moor Street – Heating</b> MS has turned the heaters off!</p>	Disch
<p>m. <b>Cash Flow</b> Taking advantage of a better interest rate before it was withdrawn, SC deposited £50 in a fixed interest account</p>	Disch
<p><b>4. Finance Officers Report</b> Report and funds spreadsheet had been circulated</p>	
<p>a. <b>Scout and Guide Shop</b> We have made no decision about whether to reduce or forgo the monthly payment of £100. To be taken in the overall relationship repair and renewal already actioned on TA.</p>	SC
<p>b. <b>Yorkshire Energy</b> Continue to underwhelm in customer support. District Treasurer to switch to a new supplier when the contract review date is reached.</p> <p>Action to read meters to verify estimated bills (now completed)</p>	MS
<p>c. <b>Grants to individuals</b> Need to know if grant aided trips went ahead and therefore if money should be returned. Croatia still undecided.</p>	
<p>d. <b>Registered Charity Groups</b> 13th Lancaster thought overdue. Possibly absence of scrutineer. SC could help</p>	
<p><b>5. Activity Centres Treasurers Report</b> The report was circulated earlier. Funds remain healthy despite lockdown and could sustain into 2021, helped by government grants. Refurb of toilets close to budget. Most bookings rolled forward.</p>	
<p><b>6. 14 – 25 Finance and Support Group Report</b> Group being reformed. No report available.</p>	
<p><b>7. Investments Sub Committee</b> The Investment Subcommittee has met for the first time and considered the aspects material to any investment decision.</p>	

**8. Scout Group Annual Accounts**

Covered in Matters Arising

**9. International Fund Grant Applications**

Covered in Matters Arising

**10. Annual Report for 2019**

This is ready to go to executive. SL to advise SC when exec accept.

SL

**11. Any Other Business**

None

**12. Date of Next Meeting:**

The District calendar for 20/21 has not been compiled. Once the main exec dates are scheduled sub committee chairs can schedule their meetings

TA  
SL