

MINUTES OF A MEETING OF THE 14-25 FINANCE AND SUPPORT GROUP
held on Thursday 22 November 2017 at 7.30 pm at District Headquarters

PRESENT: Tony Andrews (District Chairman and Acting Secretary); Jamie Carbert (District Scout Network Commissioner); Tracy Seton (District Explorer Scout Administrator); and Dave Squirrell (District Explorer Scout Commissioner).

APOLOGIES: None.

Action

1. Welcome and Chairman's Opening Remarks:

The Chairman welcomed and thanked those attending (having braved the torrential rain - both before and - subsequently - even more after the meeting!).

2. Minutes of Meeting held 27 September 2017:

The minutes of the last meeting were not available.

3. Matters Arising:

It was not possible to identify if there were any matters arising.

4. Explore Scout Update:

Item not specifically taken.

5. Network Update:

Item not specifically taken.

6. Explorer Unit Accounts:

The Explorer Scout Administrator provided a unit-by-unit narrative of the state of each Unit's finances. The key points are:

a. Transfer to Barclays Bank On-Line Accounts:

(1) Actions Complete:

(a) Castleton.

(b) Illustrious.

(c) Odyssey (with some funds shortly to be transferred to the Unit from 2nd Bolton-le-Sands Scout Group, who were banking money during the interim period before a bank account was opened).

(2) Actions Pending:

(a) Silverhelme.

(b) Erics.

There are thus, currently, two further Units for which action would be required in due course. The advantage of using an on-line banking system is that, not-the-least, it enables the Explorer Scout Administrator to monitor Units' finances. She is one of the 'authoriser' for each account.

b. Areas of Concern: In discussing the report, there were a number of issues affecting some of the Units were highlighted - most as identified previously. These would be followed through by the Explorer Scout Commissioner.

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DS

7. Other Financial Matters:

a. **Explorer Scout Fund (within District Accounts):** According to the Explorer Scout Administrator the current balance is £1527.36. The opportunity was taken to outline, for the benefit of the recently appointed Explorer Scout Commissioner, the purpose of the fund and the more common transactions.

b. **Budget Allocation for Explorer Scouts:** No records were available.

c. **Budget Allocation for Scout Network:** The Scout Network Commissioner calculated that the net total funds expended, to date, is £294.99.

d. **Budget Preparation for 2018:** The District Chairman outlined the emphasis the DC had placed on funding training when compiling his budget which had been considered by the recent meeting of the Finance sub-Committee (for presentation to the following week's meeting of the District Executive Committee).

8. OSM:

The Explorer Scout Administrator provided a comprehensive report of the current use of OSM, by the Units and herself:

a. There is a comprehensive data base of all Explorer Scouts and Young Leaders (essentially maintained by the Explorer Scout Administrator). This has been used for:

(1) Notifying forthcoming events to members plus the allied organisation.

(2) Census compilation/checking.

(3) Tracking those Explorer Scouts approaching their 18th birthday (in conjunction with the Scout Network Commissioner).

(4) Record keeping (such as Young Leader Training).

b. The use by the Explorer Scout Units varies considerably. The difficulty the Explorer Scout Administrator was encountering - as reported previously - is that some Leaders are not buying in to the use of OSM and that she has offered to provide an introductory session - on a one-to-one basis - with little response in some quarters. Her own use, with Illustrious Explorer Scout Unit, has convinced her that it is a valuable tool (when fully exploited). The Unit has started to use the 'direct debit' facility available [to collect subscriptions].

9. Inventory:

It was reported that an inventory of the Explorer Scout/Scout Network equipment stored in the District HQ has been completed and entered on OSM. As yet, it was not certain which, if any, of the Units had undertaken the task for [District] equipment held by themselves.

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10. Any Other Business:

Members were complimentary of the 'birthday card' designed by the Scout Network Commissioner - to be sent to those Explorer Scouts reaching their 18th birthday. It was suggested a similar 'card' would be useful as a means of contacting those Scouts approaching their 14th birthday. At members' request, he undertook to produce the design of an appropriate card.

JC

11. Date of Next Meeting:

The date of the next meeting of the Group had previously been agreed as Wednesday 7 February 2018 (at District HQ, commencing at 7.30 pm).