



NORTHAMPTON DISTRICT SCOUT COUNCIL DISTRICT EXECUTIVE COMMITTEE MEETING

**Wednesday 7th October 2020 at 7pm
Online - Zoom**

PRESENT

Chair: B.Ingram (BI)	DC: C. Kidd (CK)	Treasurer: C.Lomas (CL)
J.Sharman (JS)	I.Malcomson	G. Jackson (GJ)
C.Mackenzie	T.Walker	M.Lomas
Secretary: T.Bates		

APOLOGIES

S.Robinson-Smith	M.Dyer	E.Farr

Minutes of Meeting

Item		Action	Deadline
1	Welcome	N/A	
2	Apologies for absence: As above	N/A	
3	Confirmation of Quorum Confirmed	N/A	
4	Declaration on Conflict of Interest: None recorded	N/A	
5	Statement from District Commissioner See Appendix 1		
6	Financial Report:		
6.1	<p><u>Approval of 2019/20 Accounts</u></p> <p>BW has to be completed before AGM to comply with Charity Commission Regulation.</p> <p>1) List of trustees on page 3 needs updating 2) Review of developments activities and achievements need updating</p> <p>CK Question over Knights Lodge reserved fund sat in NatWest account not as reserved.</p>		



	<p>JS Understanding that it was to be transferred into Overstone account and ringfenced as maintenance on Knights Lodge. It is reserved.</p> <ul style="list-style-type: none"> • CK Accounts need to update stating its reserved. • CK comment has been made that we need more understanding of the accounts. Ask Nick Tew if he has half hour spare to just go over them general understanding. <p>3) Knights Lodge restricted fund updated to reserved on Accounts</p> <p>Accounts approved by Exec with conditions of 1-3 as above</p> <p>6.2 <u>District Q2 finance review</u></p> <p>6.21 • Gang Show no expenditure planned unless it goes ahead in 2021</p> <p>6.22 • Overstone TW where did the income come from? CL bookings (some had been refunded), GJ from historical payments. The 10,000 payment came from hospitality grant from council. Question over utilities as seem high and electricity varies. GJ OMT meeting was discussed why it's so high. CK Richard is doing work to claim money back. CM what is the general maintenance payment for? GJ would have to check with Richard of breakdown.</p> <p>6.21 • NEAT CK medical gases no longer exists 2 V5 purchased SORN. GJ where did income come in? From event grant.</p> <p>6.22 • Scout Shop World pay has been replaced by a card percentage machine. CK purchased Till unbudgeted expense.</p> <p>6.23 • Wales CL messy for short term while it gets up to date. CK significant cost of cleaners - with no access, did not furlough staff still viewing that as security on site.</p> <p>6.24 • District GJ have we brought the PPE yet. CK not at start of Q2</p> <p>6.25 • Fernie CM why is TV license paid? CL decided to cover us on I-Players etc. GJ Gas gone over budget CK someone has taken out another contract but it is being looked into. CL There has been a refund of gas £146.16</p> <p>6.26 • Scout Band TW Do we own instruments are they covered in Insurance? BI Most of them are some of the value isn't high anyway.</p>	<p>CK</p>	
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6.3	<u>Review Q3 budget requests</u>		
6.31	<ul style="list-style-type: none"> • Overstone GJ Doesn't add up CK campfire circle payments. Overstone will get updated corrected budget. CK anything in essential spend has been approved covid signage is coming from District. GJ what happens to the £3000 CK goes back to the F&GP for approval. Discussion on path around Knights Lodge, and using restricted funds. JS decision was by F&GP that it wasn't immediately essential and deferred to next meeting and priority order. GJ OMT is reserved and restricted it could be done now before reopening. JS understood it was for maintenance not paving. CK not approved today referred at next F&GP. BI get three quotes before submission next time. 		
6.31	<ul style="list-style-type: none"> • NEAT CK budget was submitted out of date. Medical gases contract paid off it will be cost effective in long run. FREC 3 refresher training that NEAT team funding due by December. F&GP referred decision to define the role of NEAT. Encourage assets to apply for grants elsewhere. Assets will be informed. GJ if we spend this money what guarantee that they carry on BI no tie on it need to know expectation of NEAT. 		
6.32	<ul style="list-style-type: none"> • GANG SHOW CK there was some request refunds for hoodies but can sell those at next Gang Show 		
6.33	<ul style="list-style-type: none"> • FERNIE £300 PPE moved out into District 		
6.34	<ul style="list-style-type: none"> • Explorers Project to fix container roof £300 to seal. Past claims from explorer leaders have come in. 		
6.35	<ul style="list-style-type: none"> • District <ol style="list-style-type: none"> 1) OSM buying licenses when needed PPE some in stock at shop and some arriving in next few days. Not sure on income as of yet. 2) Virtual Camp badges to come out. CM by end of month to place order, by Christmas they should get badge. 3) Postage Costs_for leader awards look at pick up if possible, from Fernie. 4) £225 young people and engagement in zoom support sessions. Monthly sessions for each section in district. CK if it's not required don't spend it. 5) £2500 contingency in District replacing the assets own contingency make available to any assets if needed. 6) TW what is happening with Zoom licences run out end of November? CK there was no intention 		



<p>6.36</p> <p>6.4</p> <p>6.5</p> <p>6.6</p> <p>6.7</p> <p>6.8</p>	<p>to review them but has seen HQ are in negotiation.</p> <ul style="list-style-type: none"> Wales no budget put in so just used income from cottage and fixed costs. <p>BI Proposed that essential emergency only put in the Budgets. ALL AGREED</p> <p>CK think very carefully how we consult with the assets prior to make decisions making sure transparency.</p> <p>CK PPE County risk assessment provides all PPE for all activities at the County Centre. In the District Overstone has said the same for all activities. Fernie provide cleaning material and PPE for use on their risk. In risk assessments group should provide own. Discussion that toilets and specialist PPE will be provided then groups and service users need to provide own PPE. CK proposed toilets and wash hand basins provide hand sanitisers. Specialist cleaning provided. For general use groups and service users to provide their own. (Overstone & Fernie) ALL AGREED</p> <p>CK Acid wash spray and fogged onto surface to be effective and cost effective. Fogger costs about £500 advantage it kills airborne particles. Chlorine solution will be better. CK Proposed do not but this as its as expensive. Either use antibacterial wipes and chlorine solution sprayed and wiped clean. GJ could we get advice from professional cleaners. <i>Formally go to cleaners and ask first.</i> ALL AGREED CK GJ agreed to ask Richard to approach cleaners.</p> <p>CK propose Q3 budgets from F&GP BI seconded. ALL AGREED</p>	<p></p> <p></p> <p></p> <p></p> <p>GJ</p> <p></p>	<p></p> <p></p> <p></p> <p></p> <p></p>
<p>7</p> <p>7.1</p> <p>7.2</p>	<p>Minutes of Last Meeting</p> <p>CK Wales Steve and the tenancy agreement plus photos of utility bills. CL has sent email but still no response. Possibility of non-access due to Covid.</p> <p>BI any news on mini-bus. TW still waiting on quotes ongoing.</p>	<p></p> <p>CL</p> <p>TW</p>	<p></p> <p></p> <p></p>



7.3	Payments outstanding for Overstone update from BI. Mawsley been contacted no response will be chasing. Wootten in Bedfordshire awaiting response still. Rest will be chased.	ONGOING	
8	Update on Action Register As above		
9	Matters Arising – not occurring elsewhere on the Agenda None		
10	Correspondence: District Secretary None		
11	Covid Update Risk Assessment update received large number and some approved. Good response to parents' meetings ready for face to face.		
12	Health & Safety Issues N/A		
13	District Report N/A		
14	County & National Update National meeting on 6/10/2020 most been covered		
15	Asset Reports N/A		
16	Budget Approval N/A		
17	Special Projects Report Resource Centre more money needed but not been approved need a break down of the cost. GJ to get Richard to look into.	GJ	
18	Buildings & Fire Risk Assessments N/A		
19	County Exec Report IM Not had meeting since last exec. Capitation not been set yet.		
20	AGM 23 October 2020 @ 7pm Virtual through Zoom. Documents will be circulated. Won.t be full as before. AGM will be just AGM businesses. There is space on Exec if anyone has any ideas to add.		
21 21.1	AOB IM under amber how does this cross with scouts attending remembrance. CK needs to be risk assessed in line with public risk.		



<p>21.2</p> <p>21.3</p> <p>21.4</p>	<p>IM would it be a good idea to create a singing Christmas card from the district for care homes etc. BI how could you engage groups with it. IM give them instructions to give out to young people, will need a drive to put files into. GJ can make a share point. CM use Sway is good for giving out information. IM to contact GJ and CM for technology help.</p> <p>GJ water is still ongoing. Awaiting someone on holiday.</p> <p>CK risk assessment received from AAC doesn't have to approve as its less than 6 adults' good practice to have one ready for activity risk assessment in 2021.</p>		
<p>DATE OF NEXT MEETING: Wednesday 11th November 7pm</p>			

Minutes circulated: Date Distributed

Minutes approved as an accurate record of the meeting:

<Name> – District Chair

Date



APPENDIX 1



Northampton District Scouts Council

Fernie Fields Scout & Community Centre

Fernie Fields

Moulton

Northampton

NN3 7BD

northamptondistrictscouts.co.uk

Members of The District Exec,

The last seven months have thrown some of the toughest challenges' societies have faced in many generations. We are all acutely aware of impact Covid-19 has had on us individually, and on Scouting around the world, as lockdowns have forced us from running Scouting the way we have loved doing and placed many into situations we could never have imagined. For the last six months we have had to endure no face to face Scouting yet continuing to offer a programme in the best way possible. Over this time, I have been immensely proud to be part of a movement that has adapted to change at a staggering rate and has, in the most, continued to provide amazing opportunities, plenty of fun, and a sprinkling of 'normality' for our young members. I am now hopeful, as groups start to deliver face to face Scouting again, that our resilience will pay off and our membership will recover. I truly believe our young people, their parents, and society at large needs Scouting now more than ever.

The biggest challenge we all face is how we retain and then rebuild Scouting in Northampton for the future. When things are going well, we have an amazing set of resources that many Counties, let alone Districts would be lucky to own. Our ability to service our members in District with their uniforms and kit from our Scout Shop, provide them a first night away from mum and dad at Overstone, get them on stage in our Gang Show, or take them on a week-long adventure to Snowdonia from our base at Cynwyd, as well as support events with our medical team, NEAT or our Scout Band must, under normal circumstances lead other District to only wish. However, our rich set of assets leave us hugely vulnerable when our income all but stops, which is the situation we find ourselves in now.

Our situation is stark. Our fixed assets costs alone equate to around £3.75k a month and with income this quarter forecast at less than £800 a month you start to see a picture of the problem. However, when you add in our variable costs, which during Q3 were requested at an additional £28k (or £9.3k a month) you see the gravity of our position and the unsustainable position we are in. Spending at the current level would see the District run out of money during FY21/22. More concerningly it would not be unreasonable to expect limited income through Q4 and well into the next fiscal year. We also should recognise that income is not likely to return to pre-covid levels until 2022/23 as confidence still needs to be restored.

Covid has presented us with significant financial challenges, but it has also severely impacted our social and mental wellbeing. Spending time with our groups, experiencing hands on the joys of Scouting with young people has been replaced with time in front of a screen interacting with children in their own, controlled, environments. Time we'd spend talking to each other, over a coffee, in a meeting has been filled by Zoom sessions where the art of private conversation is lost, and our social meetings have been lost to either quick text messages or brief purposeful chats. Communication has suffered, our relationships have suffered, our own mental health has probably suffered more than we'd care to accept and therein lies our problem:

The last few months, as volunteers, we've put increasing pressure on ourselves and others. Unfortunately, some of the joys of Scouting have been lost, and as we start to tighten the screw on spending, get to grips with cost



controls or have to put the brakes on things, problems start to boil. This week some of these problems have come to a head leading to the resignation of a key member of our team with Alistair Cochran resigning from Chair of the F&GP.

Alistair and his team had an extremely difficult job to do. They need to act as a gatekeeper to our complex District asset structure and our spending. Trying to control, quickly, something we've never managed to do. In the short term it is thankless but essential task to ensure the long-term future of our District. Moving us to Quarterly budgeting, which lets us quickly and reactively get to grips with what is going on, whilst letting our assets focus on a shorter more controllable period, thereby giving a more accurate picture, was essential, however, it has come at a cost, namely putting additional pressure on our teams and our individual volunteers. This pressure cooker of emotions has been building for some time, expectations are often misaligned, accusations are inferred, and emotions take over. Within Scouting each individual's real world and Scouting experience is vastly different, we have a hugely diverse set of skills that we all bring to the table and together we achieve outstanding results. However, despite our differences we all have at least one commonality. We are all Scouts; we all believe in the purpose of Scouting and as such we must never forget the values of the organisation that we support.

Integrity - We act with integrity; we are honest, trustworthy and loyal.

Respect - We have self-respect and respect for others.

Care - We support others and take care of the world in which we live.

Belief - We explore our faiths, beliefs and attitudes.

Co-operation - We make a positive difference; we co-operate with others and make friends.

The values and Scout Law clearly set out a set of behaviours that we must never forget. Personally, I don't believe anyone is trying to do a bad job. We each have our vested interests, be those our groups, our history, our friends or our assets and it's only natural that we want to look after them, but our role on this Executive is clear, whilst we may be here to represent our groups, our history, our friends or our assets we all must make decisions based on the needs of the District.

As an Executive we are now in a very difficult position. We are all aware of the financial predicament, and with Nick Tew resigning last month, we move forward without key members of our F&GP to support us. As an Executive we appoint members to this committee to support the financial wellbeing of the District and I think we have to make some decisions as to the role, the purpose and the autonomy in which we want them to operate. We all must act to influence our assets, and our District, to further control and reduce spending, apart from our fixed costs, which we have little opportunity to avoid, we must question every request for financing to assess its urgency and its impact, this needs to be done in consultation with the budget holders. Unless requests relate directly to safety, compliance or retention then I would personally question why we are doing them at this point. Our assets must work with us, in full understanding of the predicaments we face, as its only through collaboration and communication that we will succeed.

With huge thanks and gratitude

Craig

Craig Kidd
District Commissioner