



Britannia Sea Scouts  
21 Evans Bay Parade  
Hataitai  
Wellington 6021  
New Zealand

[www.britanniaseascouts.org.nz](http://www.britanniaseascouts.org.nz)

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### **Britannia Sea Scout Group Committee Meeting Monday 8<sup>th</sup> December 2014**

**Present:** Jane Adam, Sarah Wilson, Mark Winfield, Karin Grice, John Preval, Vivian Christy-Jones, Julian Honiss, Karen Rigby, Martin Rigby

### **Apologies:**

**Minutes of Previous Meeting Monday 13<sup>th</sup> October**  
NIL

### **Committee members and roles 2015**

Jane Adam	Secretary
Vivian Christy-Jones	Venturer section leader
Karin Grice	Membership
Julian Honiss	Maintenance/General
John Preval	Chair
Karen Rigby	Treasurer
Martin Rigby	Troop leader
Sarah Wilson	Grants
Mark Winfield	Fundraising

### **Correspondence**

In: Xmas trees request?

Domain name renewal, John to sort out

Tom Leslie request to use some equipmenhire the MASH tent

Water rates query

Out: Reply to Xmas tree query

### **Treasurer's Report**

The end of year accounts were submitted several weeks ago to the auditor, emailed asking for a progress report as to when we may expect these to be completed.

Fees are up to date except one cub who I am not sure is currently attending.

It was passed at the AGM for the fees next year to be \$140 for a cub and \$180 for a Scout. I have drafted an email I feel should go out to families advising of the increase along with payment expectations.

The majority of the Chocolate money has now been bought in. We have currently made a profit of \$2030.50 with some money still outstanding.

## **November Summary**

### Current account

Deposits \$1133.50

Withdrawals \$435.70

Account balance \$10,917.27

### Camp account

Deposits \$5.00

Withdrawals \$0

Balance \$3,048.51

### Savings account

\$13,796.00

## **Scouting**

End of year party on 17 December

Discussed formal application process for associates and leaders. Can use Scouting NZ processes and police checks.

## **Group report –**

### **Cubs**

There are 11 cubs and some inquiries to join cubs

Recent activities have included fish and chips and fishing night, athletics night

Alice and Chora to take turns to lead the troop

Survey to go out to cub families

### **Scouts**

There are 33 scouts, and a further four on the waiting list

The focus for term 4 has been on boating in preparation for the national regatta

The focus for term 1 in 2015 will be boating activities

### **Venturers**

There are 11 venturers

Pippi and Dani soon to be invested as leaders

## **Maintenance**

### **Hall:**

A long-term maintenance plan is needed

Confirm who owns the land and building – Regional Council, Department of Conservation, Scouting NZ?

Suggested to approach Massey or Victoria to engage engineering or architect student for renovation project.

### **Boats:**

Ongoing boat maintenance

Otto and Roger continue to help, lucky to have them as a resource, can we get training from them?

Maintenance and sailing on Saturdays?

Not so good using Sundays for boat maintenance while scouts doing activities

Make it clear to helpers what is expected of them – keep it simple

## **Fundraising**

No Xmas trees this year  
Regular car wash and sausage sizzle - ongoing  
Consider selling chocolates again

Fundraising suggestions:

New World receipts  
Warehouse tokens  
Pub quiz  
Stadium clean up – early though  
Stadium bar

Confirmed Harbourside market carpark – 22 Feb, 1 March - marshalling

## **Grant Applications**

Second application turned down by Pub Charity. Try again in April  
Apply for funding from New Zealand Racing Board– deadline 10 Jan to apply for a grant for trailer and winch  
Julian to supply a list who has been approached for quotes for a new trailer

Grant application suggestions

Mazda Foundation  
Pelorus Trust  
Community Grants – DIA website  
Sir Peter Blake

## **Membership**

Maximum number of scouts is 35, 33 now, and waiting list of 4.  
Get an enrolment pack together  
Karin to do a membership audit once a term, follow up those scouts who have not been attending  
Get a database of parents' skills.  
Recycling gear/uniforms when scouts leave

## **National regatta**

33 scouts, biggest single group.  
Maybe gear for sale, Karen and Karin signatories for cheques  
Packing for camp is on 21 Dec – require parent help

## **General**

Julian chasing up hats, from the navy.  
Annual camp next year, we need a parents committee to help organise  
Water rates - Response to letters/when does new billing cycle start again..  
BMX Bicycle sold \$150  
MASH tent, hire for Tom's 21<sup>st</sup> at Kaitoke  
Hall keys: Three sets in the locker in ward room  
MBIE has donated spare civil defence gear, Leaders reviewed gear – first aid, rope, stretchers, etc.

**Action points from October Committee meeting – to be ticked off**

Task	Responsible	Complete
Set up document on google docs to keep track of people and roles	John	yes
Deliver letterbox for installation	Kim	
Cell phone for hall	Keep landline	agreed

**Action points from December meeting**

Task	Responsible	Complete
List roles and person responsible	Jane	yes
Confirm supply of hats from Navy	Julian	
Get list of quotes for trailer	Julian	
Approach NZRC for grant for trailer and winch	Sarah	
Send email to parents advising fee increase	Karen	
Information for membership packs – Cubs and Scouts	Jane	
Create parents' committee to help organise annual camp		
Signage for the hall – Ashley working on over the summer		

**Decisions from December meeting**

Task	Responsible	Complete
Cell phone for hall/keep landline		Agreed to keep landline
It is agreed at this meeting on 8 December 2014 of Britannia Sea Scouts to apply to NZRB for a donation to cover the costs of a trailer and winch.	Sarah Wilson	
Lend MASH tent to Tom Leslie		Agreed
Increase annual fees - \$140 for cubs, \$180 for scouts and venturers		
Keep the Tilley bench		

**Meeting closed 9.30 pm, Mon 8 December 2014.**