

SSWIGS



Students Of Swansea  
In Guides & Scouts

**COMMITTEE MEETING AGENDA  
THE RHYDDINGS HOTEL  
28/09/2009, 19:30**

1. Welcome and Apologies
2. Summer Checklist
3. Socials
4. Christmas Event
5. Fresher's Fayre Review
6. SMU
7. Camps
  - i. Fresher's Camp
  - ii. Rally
  - iii. Ireland
8. Kit
9. Future Dates
10. A.O.B.

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**COMMITTEE MEETING MINUTES  
THE RHYDDINGS HOTEL  
28/09/2009, 19:30**

**ATTENDEES:**

C. Mollart (President), S. Harris (Secretary), J. Keeler (Treasurer), R. Maby (Social Secretary), T. Duncan (Publicity Officer)

**APOLOGIES:** Jason (leaving after approximately 15 minutes), Bex (leaving at approximately 21:30)

**1. WELCOMES**

Claire opens the meeting at 19:30(ish), welcoming the committee.

The minutes from the previous committee meeting on 10/06/2009 were signed by Shaun and Claire as an accurate account of the meeting. These have already been put on the website for members or external individuals to read should they be interested.

**2. SUMMER CHECKLIST REVIEW**

The summer checklist distributed via email titled 'SSWIGS – a bit of everything (2)' by Claire on 26/08/2009 was reviewed:

**GENERAL:**



After speculation that it would not happen, it now seems that the Hiking Society (or Club, not sure what they really want to be called), will be holding their annual event at the Oxwich Bay Hotel and it seems we are likely to be invited.

**CLAIRE:**



The site for Fresher's Camp, Botany Bay near Monmouth, has been booked for the weekend 23<sup>rd</sup> to 25<sup>th</sup> October 2009.



Emailed SMU and received a positive return. However, we were unable to attend their Fresher's Fayre due to this being arranged by a firm external to the university.



Committee training has been arranged by the SU for w/b 5<sup>th</sup> October. Claire, Jason and Shaun must attend yet there are parts which would be relevant for Tom and Bex so it would be useful for them both to also attend.

**SHAUN:**



An email has been sent out to members regarding the Ireland trip. So far there have been two emails declaring individuals interest and five others have declared an interest at Fresher's Fayre. As of yet no fresher's have declared an interest yet it will be plugged at the first few meetings.



Still waiting on Travel Abroad pack from AAC(I) and Travelling to Ireland from Scouts International Office. Both will be chased up.



Poland diary almost complete and will be distributed to the 9 other attendees once finalised. Club report regarding our trip was sent with article appearing in SSAGO News



Society documents have been sent to the rest of the committee to scrutinise ready for the designated committee meeting for their discussion.

**JASON:**



Has spoken to Raechel regarding the hire dates of the minibus. As of yet there has been no confirmation, and it may be 'out of service'. This needs chasing up.



Funding for a replacement first aid kit also needs chasing up.



The payment for use of the Rhyddings Scout Hut before the end of the summer term has yet to be paid.



Claire is now owed £15 after paying the deposit for Fresher's Camp site.

BEX:



The canoe club have been emailed regarding a social yet have not had a response to date.



The Brynmill Scout HQ Hall has been booked for our first meeting of the year on Thursday.

TOM:



An article was sent to the Waterfront including details of our Poland trip and details to entice new members to sign up for the forthcoming year.



Noticeboard will be done by the end of the week, otherwise we may lose it. Tom threatened with sack should this not be completed.



Publicity articles and posters were updated and completed ready for Fresher's Fayre, resulting in good display and helped to entice members. New SSAGO publicity material failed to arrive for the event.



Current constitution and previous minutes were posted to the website.

### 3. SOCIALS

The provisional socials calendar sent by Claire by email titled 'SSWIGS – a bit of everything (2)' on 26/08/2009 to the Committee was amended:



Thursday 5<sup>th</sup> November changed from Backwoods cooking to viewing the St. Helens fireworks on the beach and, if we could possibly get some pumpkins cheap, we will try and incorporate Halloween into the evening. May incorporate a fire as Tom is a pyromaniac.



Friday 9<sup>th</sup> October's social of a trip to the ice skating rink in Cardiff has been removed from the programme for now, as we are not sure how many numbers to plan for, feel it is unfair for fresher's to have an expensive meeting early in the term (and we didn't want to put them off SSWIGS by taking them to a horrible place such as Cardiff to early into their membership with us!). We also have an issue in that the minibus is currently out of service (i.e. has been crashed) and there is also no system currently in place, that we are aware of, for booking the minibus.



A social will now take place on Thursday 8<sup>th</sup> October after several ideas including a meal (expensive second meeting) and a Ready, Steady, Cook style competition a Penny Hike was agreed, including a Scavenger Hunt. Bex was happy to look into organising this.



For Thursday 1<sup>st</sup> October meeting. Bex to email members about the details for the meeting. Bex and Shaun will meet the fresher's and others walking from the uni at Fulton House at 19:15. Tom and Bex compiled a list of games that we will partake in and Bex is happy to get stuff for them:










- Guess who's on your post-it on your forehead – decided this was too intimidating for new members
- Chair challenge to get from one side of the room to other – a variety could include stealing the tyres off the cars of Heloise, Tiff and Rich to bring a new dimension to the game!
- Alphabetical order games
- Draw a part of a picture and pass it on game
- Paper bowls
- Blindfold Pairs
- Chopstick Sweet Game, this is similar to the traditional chocolate game also suggested. Will need to get some dice for this game.
- Build the tallest tower from spaghetti
- Balloon games – Shaun and Claire can blow up balloons so will be possible to try this game
- Eat polo off a string – Bex did not like this

Shaun will confirm members details as given at Fresher's Fayre and Jason will chase up payments of fees.





All other forms will be completed at a later date. Claire will order the CRB forms from TSA prior to one of our indoor meetings.






JOTI/JOTA – Bex and Shaun not entirely sure what this really is. Details will be sent to members about this and will be able to partake in it at home should they wish to.

-  Thursday 22<sup>nd</sup> October – Handicap games replaced with a possible joint Aikido social, where they could teach us some aikido. Bex is to email Tiff about this possibility. It was agreed we would be happy to put on a Scouty joint social for them at some point next term. Tom may even get his fire!
-  The Playzone event with SSAGS was agreed to be an extra meeting, not one of our regular socials thus we will have a social on the day before hand, Thursday 5<sup>th</sup> November, giving clarity after Shaun was being awkward, querying whether we need one.
-  Thursday 12<sup>th</sup> November was agreed to stay as Rally costume night. Will put on extra activities as there is usually a lot of hanging around. Tom quite happy to make woggles as he can do turks head knots. Rally is 13<sup>th</sup>-15<sup>th</sup> November.
-  Thursday 19<sup>th</sup> November has a kayaking social pencilled in. This will depend on the response we receive back from the canoe club following Bex's e-mail. Should we not be going kayaking a backup of backwoods cooking shall be arranged instead so that Tom can have a fire near his birthday.
-  Claire wishes to get a social with Network although Tom mentioned that there are currently some changes occurring with the committee of the local Network unit, which may make organising a joint social a bit more difficult Backwoods cooking would be good to invite them to. Worth speaking to Rich about this. Lots of Fresher's seemed interested in Network although traditionally we have both not taken part in the others events.
-  Community work could possibly be arranged for a weekend. Best weekend from looking at programme is the 28<sup>th</sup> November. Both Gower and Silver Cross campsites could be tidied by SSWIGS. Silver Cross would be preferable due to helping us with our rally and also potentially more we can do to help than at the Gower site.
-  We expect any ball with the Hiking society to be in the w/b 30<sup>th</sup> November, although we need to have this confirmed, thus will go on the programme as TBC.
-  Our last social of the term on Thursday 10<sup>th</sup> December shall provisionally be a mince pies and mulled wine night with perhaps some Christmas crafts.
-  Claire mentioned that there is an SU Societies social in Oceana on Monday 19<sup>th</sup> October with the society earning money for selling tickets. We will attempt to attend particularly as the committee may even be able to get freebies! We should attempt to support the SU as they may be more willing to support us!

#### 4. CHRISTMAS EVENT

-  We hope that the hiking society will organise the ball and thus will not need to organise our own Christmas event. However, we shall wait to see whether we do get any offer and if not look into organising something.
-  Claire commented that she liked Bex's idea of going to perhaps the Dragon or Marriott hotels for a formal meal and disco. Bex said that Bristol Marriott do these events but wasn't sure about Swansea, as people in Swansea are not as strange as Bristolians! It may even be possible to join in with another society. It was commented that some members (Rebecca Halford) would almost certainly like an event to wear a dress. Shaun said he would wear a dress to the event!
-  Other ideas included going to a restaurant with a set Christmas menu but this may be less formal than what we are used to. Rebecca has also suggested that she would be happy to get involved with a formal event and has contacts within the catering industry should we wish to organise our own silver service event however this may still prove expensive.
-  Any Christmas event cannot be held on Boxing Day as it is Tom's Mummy's birthday.

#### 5. TRANSPORT

-  We have had a few offers from drivers that they would be willing to support us this year by making themselves available to drive. However, Kate and Rich who could potentially drive a car may be needed for driving the minibus although we do also have Jason who has passed the minibus test.
-  For rally we may have to make use of the trains as members will always be collected from the station by the rally hosts, however this is considerably more expensive per head.
-  If we have lots of committed members we may need to investigate organising a coach for events. If this is necessary we could invite Cardiff to ensure the bus is full.



We really need the minibus for Fresher's Camp in a few weeks time.



It was agreed that places on the minibus will be on a first-come-first-served basis. Although non-Swansea Uni students cannot use the minibus (relevant for the likes of Ali and, if she joins, Annabel), the first-come-first-served basis will apply for spaces in cars. For this to work we must set a deadline for declaring attendance. If members declare their intention to come to a camp after the deadline has expired, they shall be responsible for sorting out their own transport arrangements. If there is space in the minibus or cars, this shall be offered to them, but they should not assume that a space will be guaranteed for them. Despite this, we will do our best to get all members to an event somehow even if they are tied to a roof!



It was agreed that travel costs should be made equal for all members who request transport before the deadline has expired. As this is not a 'discount' we shall not be contravening any SU rules.

## 6. FRESHERS FAYRE



We have 48ish members sign up at Fresher's Fayre last week. There are a greater number of new ladies than new gents. Unfortunately we had too many engineers, civil or otherwise join up, this is clearly a serious issue that needs to be rectified.



Three emails bounced back when This Weeks Social email was sent out. Shaun to look into the problems and send out the social email once more to those addresses. Also a new member who has emailed us needs to be added to contacts and the social email sent out to him as well.



Despite Heloise's suggestion of a large banner, we made good use of all the materials Tom had to great effect (from the numbers that have signed up).



Tom's leaflets were good, although they are very year specific so will need changing and updating for future years. Tom's father needs thanking for the printing of the leaflets. The scarf/necker chain across our board looked good.



It was good to see members coming to help us, so if you have managed/been bothered to download the minutes from the website and read this far, thank you!



We did not get any of the new SSAGO posters for Fresher's Fayre and we shall not chase Kirstie up.



We need more GGUK leaflets. Need to speak to Ann Morgan, who seems on the ball so should be no problem.



Members list to be brought to first meeting for members to check details. Student numbers will need to be added. The list will then be sent by Shaun to Raechel.



Jason faces the risk of being sacked if he does not pay his own membership fees soon!

## 7. KIT



- Jason, prior to departing at the first possible opportunity, presented to the committee two quotes for new suppliers of our polo shirts:
- Adwear Ltd will supply the same shirt for £12.075 per polo shirt including all printing. A £9.78 delivery and £23.00 setup charge will also need to be included. All prices include VAT.
  - Darren Bostock can supply the same bottle green polo shirt for £8.13 this includes all embroidery. A £12 delivery charge must be added. VAT included in price and no setup fee. We can also send old shirts off for embroidering. We can perhaps send plate bag material off to be embroidered. Tom gave Bex the dimensions of the old plate bags although they will now be made square. Committee agreed to change supplier to Darren Bostock.



Agreed to investigate the new SU hoodies. We believe it will be the same in the sense it will have our own logo on. We also hope that they will be cheaper than Prism due to the SU ordering in bulk. May be cheaper to get hoodies and then send off to be embroidered. If all fails, we can still use Prism Print.



Shaun indicated to the committee that we must get all members to purchase a necker/scarf (let's not get into a debate about what to call it) as this is our identity. It is our only piece of 'uniform' as such and thus it should not be seen as too much of a burden on our members to purchase one.




Jason is happy to continue sorting out kit orders.




As discussed at the previous meeting a competition to design a SSWIGS badge will take place. This shall commence in a few weeks time. We hope to be able to sell them for between £2.00 and £2.50. We believe that the cheaper they are the more that we will shift –


SSAGO's most successful items tend to be those that are cheapest. Tom said that he might know of someone who will be able to make them for us. We will make an initial order of 50-100 as we believe that we will be able to sell this amount to current members, past members and to other SSAGO members.

 All the SSWIGS tents are currently with committee members – Claire and Bex have 4 whilst Tom and Shaun have 2. Claire indicated that we may need to dispose of one tent as it leaks. This would mean, depending on how many committed members we have this year, that we may need to purchase more tents. Claire and Shaun both get discounts at Cotswold and Blacks and Millets respectively. We believe that Millets tents would be ideal for us and they will be cheaper.


## 8. SWANSEA METROPOLITAN UNIVERSITY (SMU)


 We had a positive first response from Hattie regarding allowing SMU students to officially join SSWIGS, however, we could not attend their Fresher's Fayre as it was organised by an external firm.


 We are still in touch with Hattie, although we are not pushing for an official link.

 We will need to try and get as many SMU members as possible although this will be as associates. Must try and get permission to get posters up in their three campuses. Or if all fails, use Rebecca as our undercover agent!

## 9. NOTICEBOARD


 Tom must sort out the notice board BY THE END OF THIS WEEK. A deadline has been set by the SU for Friday 2<sup>nd</sup> October. Tom will be sacked by Claire if it is not done!


 Beth is happy to help Tom as she wanted his job at the AGM although ONLY wanted to do the notice board and not the website. Bex is happy to lend a hand as well.

 We will need backing paper which we may be able to get from the uni. If not we could always use foil like the D of E board next to ours!

## 10. UPCOMING CAMPS


### 10.1 Fresher's Camp


 Claire has paid the £15 deposit for the campsite. The lodge will cost £90 in total plus an additional £1.75 per person per night.

 Lodge has an indoor fire and there is also a fire circle and woodland so we can have an outdoor fire if we wish, unlike Bristol rally. There are orienteering and pioneering facilities which we can make use of. Claire, having been there before, says that it is a really nice site.

 The programme was discussed and shall be the following:

- Tom and Rich both wish to have pioneering although we need an aim. Perhaps catapults firing water balloons. If Tom does not do the notice board he will be the target. This has been put on the programme for Saturday evening whilst dinner will be cooked.
- A walk/hike shall be the main activity for the Saturday. Tom happy to organise the hike but will subcontract the organisation for this to Rich who will make it up as he goes along. Bex says there are pubs on route which is absolutely essential. This should keep costs down.
- Will be going to St. Fagans on the Sunday as discussed in the last committee meeting before the summer.




 We hope to have the minibus and several cars if required however we need to wait for Raechel to confirm the availability of the minibus before asking drivers. We shall be leaving at 18:00ish.

 Bex will make cakes (and if we are lucky other goodies as well) to take on the minibus.









- Friday Supper – Cuppa Soup and bread rolls – this worked well last year;
- Saturday Breakfast – Fry up with cereal also on offer;
- Saturday Lunch – Sandwiches and salad stuff;
- Saturday Dinner – Pasta Bolognese/veggie alternative (if required), chocolate Swiss rolls and custard;
- Saturday Supper – Hot chocolate and marshmallows;
- Sunday Breakfast – Crispy bacon sarnies;
- Sunday Lunch – Sandwiches and salad stuff;

Claire will ask Rebecca to take her car to do the shopping. Other alternatives are Tiff and Aude and possibly Kate and Rich. Tom has a list of SSWIGS food that he has which should be taken. In Tom's list there is an entry for 60 tea bags. This should be enough for Fresher's Camp, as even though Shaun could potentially drink that in a weekend, James has now left who would for certain drink that amount! Claire received the quartermaster list of all the SSWIGS stuff Tom has. Committee have been asked to contact Tom if they have anything to add to the list.

## 10.2 Rally


-  Rally is the weekend of 13<sup>th</sup>-15<sup>th</sup> November and will be advertised to our new members from this week.
-  Transport will need sorting but will need to find out how many members we will have attending.
-  Fancy dress will also need sorting out. The theme is emergency services. We may attempt to get Heather on the case for sorting out fancy dress.

## 10.3 Ireland



-  Shaun presented to the committee his plans for the proposed Ireland trip in June 2010. He admitted that he needs to chase up on getting the Travel Abroad Pack and the Ireland Information Sheets from Hywel Weaver and from the international office respectively. Adam needs to sort the phone line out in his house first!
-  DATES: Shaun has used 17<sup>th</sup>-23<sup>rd</sup> June for the current plans although this is adaptable. Shaun may not be able to make this date though and has to confirm his availability with Economics department. A date needs to be set soon though. Having this camp at Easter is not workable due to third years having dissertations due at this time.
-  LOCATION: Cork has been proposed. Will be based in city with access to the countryside. We believe that this will be suitable for us. Cork has ferry port and airport for convenient transport arrangements.
-  TRAVEL: Cheapest quote for flying is currently £79.68 on AerArann, going through STA Travel. This is however flying from Manchester which may prove expensive travelling there from where ever members will be at that time of year. Fastnetline now have a boat to operate the Swansea-Cork Ferry which will be running from March. It was agreed that this was worth investigating. It would be likely that travel would be overnight.
-  ACCOMODATION: Shaun proposed two hostels – Sheila's hostel and Kinlay House Hostel. Shaun's preference is for Sheila's House which looks better but Kinlay House is considerably cheaper. Also has large dorm that can accommodate up to 16 which would be suitable for us as a group.
-  ACTIVITIES: The committee seemed happy with the proposed activities. Claire mentioned that it may be worth investigating something more adventurous. Shaun commented that he has investigated something more adventurous, such as sea kayaking and climbing, but it would increase the costs considerably. Bex wants the stamp from the hikes leaflets envelope, Shaun was going to give it to another charity instead but Bex will receive the stamp at the next committee meeting.
-  BUDGET: Shaun mentioned that he was concerned about the current projected cost of the trip, currently in the region of £300+. Claire says that of the Poland review sheets returned, members would be prepared to pay up to £350 and one up to £400. Shaun asked Claire to pass on these review sheets. Claire also suggested that contingency needs to be dramatically increased up to 10% of the cost of the trip. It was noted that the activity budget has been compiled to an exact figure. No provision has currently been made for the purchase of a polo shirt for the trip, like that for Poland. Shaun informed the committee that the current Euro exchange rate is at a historic low (and for those with limited economics knowledge, that's not good!) which makes the trip more expensive. Claire stated that a date for getting deposits is crucial once the budget is finalised.
-  There has been limited interest from current members, with only seven further old members saying that they are interested. There have been no fresher's declaring an interest as of yet, put it will be publicised at the Icebreakers meeting and all subsequent meetings before the deadline for deposits comes. All those declaring an interest are willing to help which Shaun has said he will be very grateful for due to not having previously organised any event on this scale before.

## 11. A.O.B.




### 11.1 Training Dates

-  Training has been organised by the SU for w/b 5<sup>th</sup> October (next week). We have not been notified as to a specific date or time or whether we need to go as individuals or as a group. Raechel shall be emailed regarding this. Agreed that a Monday would suit everyone (well, everyone being Claire, Tom and Shaun as the other two had left by this point in the meeting!)




### 11.2 Meeting with Raechel

-  Agreed that it may not be a good idea for her to attend the documents meeting otherwise we may not get the ideal documents for us as a society due to our need to incorporate both SSAGO and SU constitutions into our own.
-  She will instead be invited to our next general committee meeting in approximately 6 weeks time (start of November)




### 11.3 SSWIGS Governance Documents

-  Shaun has compiled these documents over the summer and they have been sent to the rest of the committee to scrutinise and fall to sleep over before a meeting to discuss them.
-  Shaun has made them deliberately difficult to read so no-one will go near them once ratified! This has been proven as Claire has managed to only read the first four lines (and that's on the contents page!)
-  A meeting shall be held on Thursday 15<sup>th</sup> October (night after the pub crawl). All committee members have been asked to read them before the meeting to ensure that the meeting doesn't drag on to long!




### 11.4 Publicity

-  Tom has a poster to go up in local units, both Scout and Guide, asking the unit to get in contact with us should they require any help. Claire will speak to Ann Morgan in order to get them out in Guide units. A list shall be taken on Thursday of members wishing to assist in a unit.
-  An article was sent to the WaterFront student newspaper including the exciting bits of our Poland trip (that will be all seven days then) and how prospective members can get in touch with us.
-  Tom gave the piece of paper to subscribe to SUCS for membership to Jason in order for us to keep our website hosted by them. Whether Jason gave it in to SUCS and paid the subscription fee needs to be confirmed as Jason had long gone by the time we got to this point!

### 11.5 Poland

-  It seems such a long time ago now (over 3 months!) but a great time was had by all, well, all those in the committee at our meeting by the time that we reached this point!
-  Shaun has nearly completed the diary of the trip and hopes to get this out to all attendees by the next Thursdays' social on 8<sup>th</sup> October. However, quotes of the day are needed for the Friday (Zakopane), Saturday (National Park) and Sunday (going home).
-  Tom shall put the photos up on our website and compile a CD of photos for attendees (a small monetary contribution will be requested)

### 11.6 Derek

-  Claire will ask Dawn to compile an account of Derek's summer adventures in America to put up on his page.
-  Will also have Derek's account of his trip to Poland on his page.
-  A link to his Facebook page has already been placed on his page. It has been noted that Derek has been more active on Facebook since care of his account has been switched.

## 12. MEETING CLOSED



The meeting was closed by Claire at 10:01.



The next meeting will be on Thursday 15<sup>th</sup> October at 19:30, solely to discuss the Governance Documents so if you are yet to read them you have some very light bedtime reading to do!



Next general committee meeting shall be in the first week of November (TBC)

Minutes Proposed By Shaun Harris (Secretary)

Seconded By Claire Mollart (President):