

SSWIGS



Students Of Swansea  
In Guides & Scouts

**COMMITTEE MEETING AGENDA  
THE RHYDDINGS HOTEL  
WEDNESDAY 3<sup>RD</sup> FEBRUARY 2010, 14:00**

1. Welcome and Apologies
2. Socials
3. Treasurer Handover
4. Accounts
5. Kit
6. Easter Camp
7. SSAGO Rally and Ball Transport
8. Summer Camp
9. AGM
10. AOB
11. Close
12. Meeting Re-Opened
13. AO-AOB
14. Close

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**COMMITTEE MEETING MINUTES  
THE RHYDDINGS HOTEL  
WEDNESDAY 3<sup>RD</sup> FEBRUARY 2010, 14:00**




**ATTENDEES:**

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


**APOLOGIES**

NONE





**1. WELCOME AND APOLOGIES**

-  Claire opens the meeting at 14:06
-  Minutes from 04/12/2009 are signed by Shaun and Claire
-  No apologies were received.




**2. SOCIALS**

-  Claire asks the committee as to whether any of the planned socials agreed to by the committee at the last committee meeting need to be changed;

**Thursday 11<sup>th</sup> February: Incident Hike**

-  Dawn declares to the committee that she shall not be available to attend this social;
-  It is agreed that the attending members shall be split into groups at the meeting point. Each group will have one or more committee members with them and incidents shall be completed on route. This will mean that the committee members will have to carry any equipment for the whole route;
-  The hike shall finish at the Toby Carvery just outside the Student Village, even though all members that are likely to attend are not Village residents. This shall not be an issue as we can all walk back together from the pub back to the university/Brynmill/Uplands
-  The incidents to be completed on route were discussed:
  - o Bex suggested that groups should find items on route to complete a certain incident;
  - o A challenge with balloons was brought up. Having to keep the balloon blown up for the whole evening was considered;
  - o Tom suggested bridge building for a challenge suggesting that it could potentially be done with pretty much anything. Collecting sticks on route could be done or giving each group a certain number of matchsticks;
  - o The human knot challenge such that the group has to untangle themselves;
  - o Ideas are to be discussed via facebook and to be added to before the meeting

**Thursday 18<sup>th</sup> February: Play-dough Challenge and Rally Costumes**

-  Dawn, knowing having been involved with a meeting like this previously with Network, is happy to run the meeting on behalf of the society. Beth has declared an interest in helping her to run it too;
-  Dawn will need money to get the play-dough and other materials for the evening. Members will be charged a nominal fee for the evening to cover expenses
-  Costumes for rally will also be made. Bex has some vague ideas for the Sci-Fi theme but members shall be emailed to give them the chance to contribute with any ideas.

### **Thursday 25<sup>th</sup> February: "Ready, Steady, Cake" Challenge**

- 🌿 For this evening, houses will be needed such that groups of members will be able to cook their cakes;
- 🌿 The houses of the committee members are able to be used (i.e. "Fresher Girl" house, Tom and Shaun's, Dawn's). Dawn must be based at her house, the other two houses are not as important for the resident to be there but was agreed that at least one must be there. The Rhyddings Scout Hut kitchen will also be used;
- 🌿 It was decided that there were enough places locally for members to buy stuff, so members will pay on the night and each group will be given a set amount of money in order to purchase ingredients
- 🌿 Members will have to bring their money on the night, agreed at £2 per person; otherwise the group will be subject to a forfeit.
  - Ideas for forfeits included baked beans and cucumber yet it was decided that a mystery lucky dip ingredient must be included in their cakes. These mystery ingredients will come from the excess food belonging to SSWIGS.
- 🌿 The Rhyddings Scout Hut needs to be booked although Claire mentioned that only a couple days notice will be required. The fees due for this evening will cover the cost of the hall as well as ingredients.

### **Thursday 4<sup>th</sup> March: Dancing**

- 🌿 Bex announced this will not be jive dancing as previously planned;
- 🌿 We shall look at doing line dancing despite Network doing this
- 🌿 Cardiff SSAGS shall be invited. This has not been done yet but Bex is happy to this soon in order to assist their planning.

### **Thursday 11<sup>th</sup> March: AGM**

- 🌿 SEE DEVOTED SECTION OF MINUTES

### **Thursday 18<sup>th</sup> March: Cocktail Evening**

- 🌿 This shall be held at the Rhyddings Hut;
- 🌿 Members will bring money on the night (otherwise they will not be allowed any drinks!). The money to buy ingredients shall initially be taken from the accounts;
- 🌿 We shall make a menu to send out with the social email consisting of both cocktails and mocktails, although eh same (non-alcoholic) ingredients shall be used for both;
- 🌿 Drinking games and silly adult games e.g. board games will be bought to be played.

### **Post Easter Break Socials**

- 🌿 These will be held on Thursday 22<sup>nd</sup> and 29<sup>th</sup> April i.e. prior to Easter Camp. These will be arranged in a meeting prior to the Easter break.

### **Easter Camp**

- 🌿 SEE DEVOTED SECTION OF THE MINUTES

## **3. TREASURER HANDOVER**

- 🌿 Claire has attempted to get Jason to complete a comprehensive handover to Dawn. So far, Jason has only managed to pass on the accounts book and other items such as the receipt book;
- 🌿 There has been no forthcoming information as to how necessary forms should be completed regarding funding etc;
- 🌿 There has been a lack of entries in the accounts book since Fresher's Camp despite Claire frequently paying in items. The accounts book does not match the statements from the SU. Although this is not unusual, the difference is significant;
- 🌿 After a meeting between Claire, Dawn and Raechel, no conclusion as to how the accounts matched up could be made. It was suggested that a line to be drawn under past transactions and to start again. A new book will be required to be bought;

## **4. ACCOUNTS**

- 🌿 We need to resolve as to which members have not paid membership. Dawn was passed on a list as to who has and has not paid;
- 🌿 Following Ed's recent involvement, we must also pursue his membership payments;
- 🌿 Heloise must also be chased for membership should she wish top still be involved, but more importantly, she must pay the transport costs for rally from November;

- 🌿 Membership to SSAGO is to be paid before rally. There is no invoice as Shaun did not ask for one when sending the membership form off. SSAGO are aware of the late payment but following the problems with the accounts and the re-election for treasurer we have been given dispensation for the late payment;
- 🌿 SSWIGS are owed £70 from SSAGS consisting of £60 from winter camp (W.C. not shorthand for toilets this time Claire!) and £10 for rally transport. Dawn is also personally owed £251.75 from SSAGS for winter camp. A reminder email shall be sent to SSAGS to ensure we get payment;
- 🌿 As for the expenses of winter camp, the food costs came under budget, thus neither Dawn nor SSWIGS are out of pocket with regards to food. The money owed to Dawn is regards to camp fees.
- 🌿 Most members are still to pay for the fuel costs. Dawn stated that members who attend Winter Camp need to pay £7.06 except Heather who only owes £3.53 for one way. Once these have been collected Rhiannon and Tiff will be paid what the expenses due.

## 5. KIT

- 🌿 The polo shirts that were ordered have been distributed, and the unintended colour change has seemed to have gone down well. However Adam's polo shirt was not delivered/ordered. Suzie's polo was delivered after the confusion as to who had ordered the 'Barn Owl' polo.
- 🌿 As per previous committee meetings, we have still not been able to obtain hoodies from the SU. We shall instead attempt to order them from Darren, the supplier of the new polo shirts, despite them being marginally more expensive and will have to pay P+P. We shall also re-order Adam's polo shirt.
- 🌿 All neckers have been sold.
- 🌿 Tom will pass on the dimensions of the plate bag onto Bex. Once made these will be sent to Darren for the embroidering of the Derek logo. The logo should go on the green side rather than the black.
- 🌿 Bex is to email members to determine interest. We only expect a few orders.

## 6. EASTER CAMP

- 🌿 It was suggested that the plan to hold Easter camp in Somerset, as discussed at the previous committee plan, might be too far unless the activities were on offer were attractive enough to warrant travelling such a distance;
- 🌿 It was instead put forward that we should hold Easter Camp in Wales, perhaps Mid- or West-Wales.
- 🌿 The main Saturday activity was discussed. Members have previously suggested that they would like to go to a safari park, particularly after the Black Country Rally (February 2009). This would be possible to accommodate if we were to hold the camp in Mid-/West-Wales with Folly Farm in West Wales and a safari park in Mid-Wales.
- 🌿 For the Sunday activity it was suggested that a trip to Tenby would be possible and welcomed by members.
- 🌿 It was noted that the Heatherton Theme and Activity Pak near Tenby.
- 🌿 The cost was suggested to be no greater than £35 per person. After taking out food, transport costs and fees, this would leave approximately £15 for activities. The activities will need to be considered to fit with this budget.
- 🌿 We will look to obtain SU funding for transport costs with the request to keep transport costs at approximately £6-£7 per person.

## 7. SSAGO RALLY AND SSAGO BALL TRANSPORT

- 🌿 For rally we have proposed to look into taking a coach and sharing with Cardiff. The SU has not got back to us as to whether they will be able to hire one on our behalf. It will most probably be more expensive than the joint use of the minibus and cars due to having to pay for a driver for the whole weekend. It also seems to be more problematic for organisational purposes.
- 🌿 Kate and Rich have both indicated that they are happy to drive the minibus for rally and ball.
- 🌿 A car will be required for the associate members attending rally, and for any members yet to book on. Dawn indicated that she is happy to drive for Southampton. If Jenny can get to Bristol Parkway station then Dawn will be able to pick her up on route. However, there will not be room for anyone else due to the need for kit space.
  - This would mean that there are eleven members on the minibus and space for another one.
  - If any further members sign up we would have to take another car in order for kit to fit.
- 🌿 For the ball we will have less members on the bus (there are currently 13 SSWIGS booked on, including Jenny and Rebecca)
- 🌿 We will attempt to get funding for transport costs for Rally and Ball asking for enough funding such that members pay approximately £6-£7 per head.
- 🌿 Leaving times are to be sorted closer to the date of both events.

## 8. SSAGO WALES SUMMER CAMP

- 🌿 The idea of a SSAGO Wales summer camp that has been recently put forward would replace the proposed SSWIGS summer camp;
- 🌿 BUGS (Bangor) would be the organisers for the event;
- 🌿 We believe that up to a week would be a reasonable length of time to hold the camp for;
- 🌿 After debate as to who can make which dates, it was accepted that whichever dates are chosen, members will not be able to make it. Therefore, we shall accept the dates that are proposed, as it is more important for it to suit Bangor. We do believe that the best plan of action would be to allow attendees to drop in and out as they please to boost numbers.

## 9. AGM

- 🌿 The AGM shall be held on Thursday 11<sup>th</sup> March
- 🌿 We wish to hold the AGM in one of the back rooms of the HQ. Costs will need to be worked out for this. In order to book the hut we need to speak to Charles
- 🌿 The committee were reminded to prepare their reports for the AGM.
- 🌿 Nominations for the Executive Committee 2010-11 need to open by Thursday 11<sup>th</sup> February as per the (now ratified!) new constitution;
- 🌿 We currently do not have a returning officer. Raechel has been asked to perform the role for us once again but we have picked the SU election day;
- 🌿 We will instead look at asking either a Networker or an individual within the local Scout or Guiding movement. It was suggested that Hedley (Group Scout Leader for 32<sup>nd</sup> Swansea (Rhyddings) Scout Group) would be a good person to use. Claire indicated she is happy to email him as to whether he will be able to take on the role for us.
- 🌿 We will be keeping nominations open until Thursday 4<sup>th</sup> March so that anyone who wishes to stand for the re-opened positions on the SSAGO Executive, and is unsuccessful, also has a chance to run for the SSWIGS Executive Committee if they so wish;
- 🌿 Postal voting will be opened on the 4<sup>th</sup> March and will close on midday on the day of the AGM.
- 🌿 The handover process will be completed for the first meeting after Easter Camp to be held during the week beginning 3<sup>rd</sup> May.

## 10. AOB

### 10.1 BADGES

- 🌿 Tom's and Claire's designs will be put online and on Derek's facebook page so that members can view and comment upon.
- 🌿 Darren (kit supplier) also supplies badges "for a competitive price". They are reliable so we will contact them to obtain a quote;
- 🌿 We need to check as to whether the Scout Association and Girlguiding badges can be used on our own badge. However, it was agreed we will remove these two logos (where applicable) but keep the SSAGO logo.
- 🌿 It was suggested that the badge should have a woven background and then embroidered on top due to a compromise between cost and quality. A printed badge although cheap was agreed to look tacky.
- 🌿 We shall still be accepting member's designs until the 14<sup>th</sup> of February. We shall then vote on the badge designs at the AGM. It would be great to get them done as soon as possible.

## 11. CLOSE

- 🌿 Claire closed the meeting at 15:34
- 🌿 Shaun announced that we managed to hold a committee meeting that lasted LESS than an hour and half!

## 12. RE-OPENED

- 🌿 Claire re-opened the meeting at 15:34 due to forgetting a few things that should come under AOB!

### 13. ANY OTHER ANY OTHER BUSINESS

#### 13.1 GIRLGUIDING CENTENARY EVENT



Claire presented the committee with a letter from Fiona Proudfoot inviting members of the society to the Division Thinking Day Celebration.



This shall be emailed to members and placed under the events calendar and Girlguiding Centenary pages of the website.

#### 13.2 WEBSITE ISSUES



Tom asked Dawn to provide her paragraph to go under the committee page of the website;



The programme on the website shall be amended to include the changes made to socials at this meeting and shall include the centenary calendar from West Glamorgan

Minutes Proposed By:

Seconded By: