

Meeting of Girlguiding Clwyd Executive Committee

Wednesday 20th April 2011

Present:

Jane Bevan	County Commissioner
Alison Willington	Assistant County Commissioner & Chair of Guiding Programme
Megan Jones	Assistant County Commissioner & County Treasurer
Chris Wykes	Chairman of Adult Support & Training
Mary Turner (Fred)	Chairman of Ty Clwyd Management Committee
Isabel Blore	Division Commissioner Wrexham
Lynn Denney	Division Commissioner South Denbighshire
Donna Jones	Division Commissioner West Flintshire
Denise Morris	Assistant Division Commissioner Berwyn Division
Ann Egan	Representing Colwyn Division
Alison Roberts	Division Commissioner for Berwyn Division
Linda Evans	Representing North Denbighshire
Helene Wilce (Warren)	Division Commissioner for East Flintshire

In attendance: Karen Evans County Executive Administrator

Apologies: Mary Steele, Debra Smith, Margaret Lusted

1. Jane welcomed everyone to the meeting and thanked the catering team for the food
2. Minutes of the last meeting (Wed 2nd Feb) –confirmed and agreed as being correct. Signed by Jane Bevan
3. Appointments and Resignations:
 - a) **UK** – New Chief Guide – Gill Slocombe
 - b) **Wales** – Pam Lyons new ALQ Co-ordinator
 Helen Dobbins - Ynysgain
 - c) **Council** – Nominations needed asap, for 3 year appointments
 - d) **County** –
 - a. **Resignations**
 - i. Mary Turner – Ty Clwyd Manager
 - ii. Jane Barham – County Outdoor Activities Adviser
 - iii. Laurel Chalk – Queens Guide Adviser
 - b. **Appointments**
 - i. Brenda Trickett – Chair of County Trefoil (8th June)

- ii. Alison Roberts – Division Commissioner for Berwyn
- iii. Denise Morris – Assistant Division Commissioner for Berwyn
- iv. Carole Smith – DC Maelor
- v. Karen Evans – DC Ruabon
- vi. Cheryl Francis – DC Hope
- vii. Heather Owen and Judith Hudson – Job Share DC Allington
- viii. Mary Steel – Ty Clwyd Chairperson
- ix. Hazel Webb – Ty Clwyd Administration Manager
- x. Chris Wykes – Ty Clwyd Housekeeper

4. Matters Arising

- a) **Wrexham HQ Constitution** - the revised constitution was passed by the executive.
- b) **Bank Accounts** – Lists of those details still outstanding distributed via email – please send Meg any outstanding information (**ACTION DIV COMMS AND DISTRICT COMMS TO CHASE AS MATTER OF URGENCY**)
- c) **County Bulletin** – Someone is needed to co-ordinate and put together the County Bulletin, anyone interested please contact Jane (**ACTION ALL**)
- d) **Subscription and GO! 2011**
 - Two units still outstanding with subscription payments. There is no excuse why payments shouldn't be made. County has received some money back from CHQ, but no money will be given to divisions until all subscriptions have been paid.
 - If anyone has any queries about GO! or would like further trainings in their Guiding areas please get in touch with Karen Evans
- e) **Qualifications, Long Service and Awards** – Reminder that Chris Wykes is responsible for all UK and Wales awards. The County Commissioner is responsible for County Thanks Badge and County Award for Merit, nominations to Jane please. Division Commissioners are asked to send a list of all long service awards due in their Division to Ann Jackson. Please send in nominations for ALL Awards - National, Welsh and County, there are lots of deserving Ladies out there who would be delighted with recognition for their support to our organisation – get you thinking caps on. (**ACTION DISTRICT AND DIVISION COMMISSIONERS**)
- f) **Clecs Clwyd & Llais Y Ddraig** – County Commissioner has received two nominations, more are needed please contact Jane (**ACTION - DISTRICT AND DIVISION COMMISSIONERS**)

- g) Council Members** – nominations / volunteers are required for warranted Leaders who would like to become a member of the Girlguiding Council for Wales. This involves attending one meeting a year in Newtown which is followed by the Girlguiding Cymru AGM. It is a chance to feedback your views on Guiding matters selected for discussion by Girlguiding Cymru. Membership of the Council would be for 3 years, please contact Jane **(ACTION - DISTRICT AND DIVISION COMMISSIONERS)**
- h) Recruitment Team** – 1 person required from each division/district to join the recruitment team. Names to Chris Jobson**(ACTION - DIVISION COMMISSIONERS)**
- i) Photography Co-ordinator** – Person still required for this position – Names to Chris Jobson **(ACTION - DISTRICT AND DIVISION COMMISSIONERS)**
- j) PR Team Members** - 1 person required from each division/district to join the recruitment team. Names to Chris Jobson**(ACTION - DIVISION COMMISSIONERS)**
- k) Ty Clwyd Roles** – please see below
- l) New Units** – Please send a list of all new units that have opened in the last year to Karen, along with the list of Leaders and who their mentors are. **(ACTION DISTRICT AND DIVISION COMMISSIONERS)**
- m) GGUK, GG Cymru and County Websites** – These Websites are full of information and resources, please use them – especially get into the habit of using our County pages as there is a lot of useful information, help-guides and flyers available.
- n) County Weekend Format - County Weekend – Bron 2012** – Chris Wykes will book Bron for 2012. With the demise of formula funding we are waiting to get an idea of cost. What format would people like to the weekend? **(ACTION DISTRICT AND DIVISION COMMISSIONERS)**
- o) CRB's & Estyn** – Renewal of CRB's are not needed for people who are in guiding unless they leave guiding for more than 3 years. This has been decided by county as this is the length of time when people would need to renew their ALQ should they have left guiding for a period of time. If any areas are going to have an Estyn Inspection this will be looked at as to whether renewal of CRB's are to be carried out in that area.
- p) Residential Forms** – Please ensure copies of ALL residential forms are sent to the residential adviser – Margaret Hillman. Any problems regarding forms please send to Jane Bevan
- q) ALQ** – Mentors need to attend a training every two years, there will be a Welsh mentor badge for competing a training run by Girlguiding Cymru. Following discussion the county will now pay for ALQ badges.

These will be back dated to 1st April 2011, anyone requiring a badge before this should be bought by the individual, unit, district or division.

r) Review – There is an open invite to all members of Girlguiding Clwyd to the Annual Review on May 20th. Invites will be sent to members receiving awards. Directions to follow.

5. Division News:

Berwyn: 4 units have stayed at Chirk HQ, Units have completed the Royal Wedding Challenge. Chirk planted trees to launch Britain in Bloom as part of Climate Change week, Glyn Ceiriog has had an Easter egg hunt and took part in Mothering Sunday Family Service, Llangollen Rainbows, have received their Sainsbury sorts Equipment, they won most vouchers for their unit size. Llangollen Brownies and Guides joined Glyn Ceiriog Guides on a trip to the Crocky Trail – enjoyed by all. 1 Guide Unit has opened with 11 girls straight away. 1 Leader has recently gained their Pack Holiday Licence.

Colwyn: 3rd and 8th Colwyn Bay Brownies joined together at Ty Clwyd for an enjoyable Pack Holiday weekend where they completed their Penguin Challenge badge. 3rd brownies also held an Entertainment evening and raffle to raise money to sponsor a penguin as part of the challenge, they also completed their entertainers badge at this event. 1st Colwyn Bay Guides have been busy completing challenges to gain their sweetastic challenge and also the Royal Wedding challenge. In order to complete the sweetastic badge they are to visit Cadbury World and have therefore held a sponsored pyjama walk and bag pack to help raise fund for this. 2nd Llandrillo yn Rhos Brownies attended a PGL weekend especially for Brownies and had a great time. 1st Llandrillo yn Rhos Brownies are preparing for a sleepover at Ty Clwyd. 3rd Colwyn Bay Rainbows have been completing challenges and have gained their Easter challenge badge

North Denbighshire:

4th 5th and 11th Rhyl Brownies have taken part in Marie Curie Pots of Gold Appeal and raised over £250 between the 3 units. A new Rainbow unit – 4th Rhyl Rainbows opened on 8th March and is full already. 5th Rhyl Brownies held a 'Royal Sleepover' at Guide HQ on the 25th March to complete the royal wedding Challenge. 6th Rhyl Brownies held a beetle drive and raised £50.00 for their local Church. 4th and 5th Rhyl Brownies will be bag packing at Sainsbury's on Fri 22nd and Sat 23rd April for St. Kentigerns. 8th Rhyl Rainbows and 5th Rhyl Brownies will be visiting Greenwood Forest Park on 7th May. 11th Rhyl Guides will be taking part in the bike ride for the British Heart Foundation on Sunday 8th May. Rhyl District will be holding a sponsored walk in aid of CLIC on Sat 14th May.

A new Leader found for Dyserth brownies which is going well. Meliden Brownies did a sponsored pancake toss in aid of Children with Leukaemia. District Brownies held a disco followed by a sleepover for 2nd Prestatyn Rainbows and Brownies. 3rd Prestatyn held a sleepover. Prestatyn Friends of Guiding are holding an Ascot Night on Friday on Ascot Races. Rhuddlan Scouting Units joined Rhuddlan Guiding units to visit Knowsley safari Park ending the day with a trip on the Ferry. Meliden Guides held a cake stall as part of their wedding Challenge Badge. Children of Chernobyl due to visit Rhuddlan Brownies where they will join in the Brownie Activities. Prestatyn District Guiding to hold another Sandcastle Competition date to be confirmed

South Denbighshire – Most of the Units are busy with Beyond the Duck and Llandyrnog Brownies have completed it already. The Royal Wedding challenge has proved very popular with lots of wedding parties, dressing up and making then eating cakes. Llandyrnog Brownies completed the Royal Wedding challenge on Pack Holiday this week. 2nd Denbigh Brownies had a 'Brownies' Got Talent' night to raise money for Red Nose Day. Gellifor Guides have completed the Confectioners badge and their Go For It Glamorama. Henllan Brownies and Guides have had to move into the local school whilst the Village Hall is refurbished and this has presented extra challenges whilst they completed the various challenges they are doing. The Lord Lieutenant of Clwyd visited 1st Denbigh Brownies in full uniform and explained his role and also received St Kentigen boxes from the girls. Also Congratulations to Beth Taylor on receiving the High Sherriff Award.

West Flintshire: Flint District: all units have been working on the Royal Wedding Challenge : Held Royal Wedding Party for the District. Had a Scavenger hunt around Flint Castle with Easter eggs for participating. Northop Brownies & Guides have done a sponsored silence for Children with Leukaemia. Mold: gwernaffield and pantymwyn brownies are going away at Christmas. Some Mold units helped with the Town spring clean

Holywell :Brownies are going to Chirk for Pack Hol 20/05/11 to 22/05/11, we have just finished doing the Royal Wedding Badge at the moment. We raised £170.50 for Marie Curie pots of gold. (planting a Daffodil)Carmel Guides and Rangers enjoyed a wide game with the scouts in March. Carmel Rangers went out Geocaching (something a bit different I guess) on Tuesday evening and have been challenged to fundraise a fiver over Easter for the unit.

East Flintshire: Hope District = have a new Commissioner – Cheryl Francis – she has done the job before but has agreed to step in. They had a social event for the Guiders at the beginning of March, which was combined with a THANK YOU for Paulette. There have been a Catering Licence and a Pack Holiday Licence awarded recently so things are on the move. Buckley District = or at least most of them are up to date with their First Aid certificates. Chris is taking 7 girls and 3 leaders down to see the Royal Wedding, they applied for tickets in the Youth Viewing Area so keep an eye out for the new hats! The district have a young leader starting her Queens Guide, we wish her well. Hawarden District = have had an Air & Share evening, Some of the guiders have attended trainings and the Spare to Share night, one of their ALQ's has nearly completed and they are feeling positive about their Guiding. Deeside District = Connahs Quay Brownies celebrated their 60th Birthday having Thinking Day in London. The senior section has gone to Kibbleston Outdoor Centre for a challenge weekend. The District Commissioner received a High Sheriffs Award for her work in Guiding. Many of the Units across the Division have booked for Pack Holidays and Camps for the Summer, so the new forms seem to be working. They have all worked well at sharing challenges and resources - their Commissioner would like to take this opportunity to praise them for all they do with their Units.

Wrexham: 3 new units have opened in March. 1st Bradley Rainbows, 1st Bradley Brownies ad The Centenary Senior Section based in Borrass. Paula Jones has completed her 3 year term of office as DC for Allington, Heather Owen and Judith Hudson have agreed to job-share the role. A Rainbow fun afternoon and a Brownie Fun Day have taken place, both based on the Royal Wedding Challenge Badge. 1st Acton Guides have recently completed Life Wise Go for it for part of this they visited Wrexham police and Fire stations. They have also done a mini fundraiser for the Laurel Brown Fund and spent a night doing Chocolate Go for it. Six Guides from Marford recently attended a BP Adventure at Bron and hope to receive their BP Badges on top of Schilthorn Mountain in Switzerland

this August. Bishops Own Units are now meeting back at their own HQW and the Guides are planning visit to Switzerland. 2nd Rhosddu Brownies have been working on Home Safety and Hostess Badges. Other units in the Division are working on some of the many challenges around at the moment. A division Guide Fun Day is planned at Cox Wood during July for 100 guides. Wrexham HQ are holding a sausage sizzle on 24th June at 7p. £3 entry. Wrexham AGM is to be held on 13th May 7pm 8 trefoil members attended the welsh trefoil AGM next year Clwyd are hosts. The date will be 24th March 2012

6. Treasurers Report – Tabled. The annual accounts were presented to executive. They were proposed by Chris Wykes, seconded by Donna Jones. Signed by Jane Bevan
7. PR Team – There are some students from Glyndwr who are doing a media course who may be interested in helping out at events. Please contact Chris Jobson for further information
8. Adult Support & Training – report tabled. Chris asked that anyone booking into events please could they not leave it until last minute. Spare to share was a success further evenings like this will be organised.
9. Guiding Programme
 - Cross Sectional Fun day – postponed due to lack of numbers discussion took place and it was felt that members were enjoying activities at Unit level after all the excitement of the Centenary, the event will go ahead next year. All cheques will be returned
10. Llais y Ddraig – names to County Commissioner for representative please **(ACTION ALL)**
11. Clecs Clwyd – names to County Commissioner and Senior Section Adviser **(ACTION ALL)**
12. Ty Clwyd Report
 - Managers Report tabled
 - Discussions still taking place on proposed land swap
13. County Commissioners Report

Correspondence

- Invite received for Girlguiding Angelsey AGM and Flintshire District Scouts AGM

Girlguiding Clwyd

- i. Directory updates – will be sent out by email
- ii. Please use the County Website to download resources and Activity Flyers etc
- iii. ALQ – New Leaders have problems understanding the County Structure

Who is Who and where to go for help. The new Directory has helped and a Photo board has been suggested.

- iv. ALQ process – see handout
- v. Ty Clwyd – roles to fill, see below
- vi. Reminder for FFFs to be sent to County Commissioner
- vii. ALL Training expenses to be taken out of Unit Funds
- viii. The following applies to ALL meetings in county especially at County Level

If a committee member cannot attend a meeting they MUST send their apologies AND find someone to attend in their place. For the County Executive please send you apologies and name of your representative to the Executive Administrator – Karen Evans **(ACTION DISTRICT AND DIVISION COMMISSIONERS)**

- ix. A copy of Minutes from ALL meetings in the County should be sent to the County Commissioner please. **(ACTION ALL)**
- x. Please will Local Voluntary Council Representatives send a report to their Division Commissioner in time for each County Executive, this should include trainings, grant opportunities and initiatives useful to their Districts, Division and / or County. **(ACTION DIVISION COMMISSIONERS)**
- xi. Please send a copy of Division Directories to the County Commissioner.

County strongly recommends that Districts have a District Directory updated each year for each member of the district team. **(ACTION DIVISION COMMISSIONERS)**

- xii. County Commissioner requests that an up to date list of Key users in each district be sent to her and Karen Evans asap. This list will also be used by the ALQ co-ordinator. **(ACTION DISTRICT AND DIVISION COMMISSIONERS)**
- xiii. ALL Division Commissioners please provide a list of their verified ALQs who have not had a certificate to Linda Evans – ALQ co-ordinator. **(ACTION DIVISION COMMISSIONERS)**
- xiv. Roles available **(ACTION DISTRICT AND DIVISION COMMISSIONERS)**
 - i. County Outdoor Activities Adviser
Division Residential Mentors
 - ii. Recruitment Co-ordinator
Recruitment Team – one person from each District please
 - iii. Security Team Co-ordinator
Security Team
 - iv. Fundraising Co-ordinator
Fundraising Team at least 1 from each Division
- xv. Local Voluntary Representatives
 - i. South Denbighshire
 - ii. East Flintshire
 - iii. West Flintshire
- xvi. Ty Clwyd
 - i. Grounds Manager
 - ii. PR Co-ordinator
 - iii. Emergency Procedures Co-ordinator
 - iv. Cleaning Team members
- xvii. 65+ Briefing

Reviews to take place with County Commissioner at age 70 then 75 and yearly thereafter

- **Girlguiding UK**
- New Strapline 'Girlguiding is where more girls choose to be'

- UK Census will be 9.50 Wales will set theirs in September
- **Girlguiding Cymru**
- The Future is Yours – Lead the way
Emma Lloyd, 1st Glyn Ceiriog Guides 1 of 2 chosen to be paid for by Wales
- GO! – this process should be part of the ALQ training – Counties should make sure their ALQ mentors include this training.
- ALQ Roadshow coming to Deeside, John Summers High School – 14th May
Leaders to bring their own lunch please.
- Girlguiding Cymru President has been invited to address the World Conference in Edinburgh this July.
- Guiding Goes Tartan – a resource for units to come out of the World Conference - download
- When in Bron please note that you are only permitted to drink alcohol purchased from the bar on the ground floor.
- Jane Handcock has been elected to the UK Council
- Right of the Child badge for Rainbows to Senior Section – It will be launched at the Royal Welsh Show this year, there will be a small charge for the badge.
- Think Big – Senior Section – Please promote this and get entries into the UK by the 23rd May.
- Pass the Duck Challenge, well received, Badges are a hit.
- WOW 22nd – 24th June 2012, Girls £45, Staff & Service Team, Primary Unit Leader and Young leaders £20, Additional Leaders £30. In house catering. 600+ Girls
- Royal Welsh 18th – 21st July, Wales looking for a service team names to Clair Rodgers by the 20th May. Wales pays travel, accommodation & food. County pays for t-shirt.
- Who do we know in County? AMs PMs etc Names to County Commissioner please
- Adult Support
 - New ALQ books out soon, you can still use the old ones if the amendments are downloaded and used with the book.
 - Friends of Bron 10th July
Sleepover on the 9th in Marquee (or house), Evening BBQ and Breakfast in a box
 - Rainbow Section Training at Bron 13th/15th May
 - Commissioner Training at Bron 3rd/5th June – special price £25
- All activity weekends at Bron will be on a 1st come 1st served bases
- Bron Advisory Committee - 4 meetings a year
 - Vacancies need to be filled – particularly looking for those with experience in Hotel, HR and Marketing
- Service Team for Bron – Adults only
Space for sleeping bag and food provided - Example – a gardening weekend – if you are interested please send your details to the office at Bron
- Save the Children are keen to talk to groups – please contact them directly.
- Residential forms – are under review at UK level.
- Soroptomist Competition Deadline moved to the first week in May
- International Selection Opportunities:
 - MALTA - Ruth Hall
 - BELGIUM - Emma Lloyd (LEADER) & Kathryn Lovatt
 - ITALY - Kitty Cartwright
- Catch the Moment Senior Section Category & overall winner - Nina Peronius

- Girlguiding Cymru BYC Rep - representative of the views and opinions of Senior Section girls and is keen to get S/Sec girls involved in Inovate and Junior Councils.

- **Any other Business**

Planning Meeting – June 6th 7.30 p.m. at Ty Clwyd. People to attend – DC, Div Comm, Exec Members, Trefoil Rep, Advisers. Numbers to Karen by 1st June if attending for catering. Also any special Catering requirements.

A memory stick has been found in Erllys House Wrexham has guiding photographs on it. Anyone lost it please contact Karen.

Date and Venue of Next Meeting – 29th June Edith Banks Hall 7.30 p.m.

NB: ALL Divisions should be represented at County Executive Meetings

If you can not attend a County Executive Meeting please make sure that you inform the County Executive Administrator of your apologies AND who will be representing you at the meeting.

Dates Girlguiding Clwyd Executive meetings will be:

29th June 2011

14th September 2011

26th October 2011