

Minutes of Girlguiding Clwyd Executive Meeting

Held on Monday 9th February 2009 at 7.15p.m. Ty Clwyd, Llanfair TH

Present: Mary Steel, (President), Viv Craig (C.C.) Lynn Denney (Asst .C.C.), Meg Jones (Treasurer), Dr Jane Bevan (CC Designate), Alison Willington (Note taker), Ann Ashworth, Isabel Blore, Avril Daley, Joanne Ellison, Julie Hall, Karen Evans, Janet Hardcastle, Eileen Hobbs, Rose Messham, Sarah Thomas, Mary Turner, Rebecca Parry.

Apologies: Ruth Davies, Margaret Hillman, Ann Jackson, Chris Jobson, Wendy Malcolm,

1. Viv Craig welcomed every one to the meeting and introduced our new President Mary Steel. She read 2 short passages on 'Experience' - from a 'A Barrel of Fun'. Viv fashioned centenary wear and showed some centenary teddies and THE ducks.
2. **Minutes of the last Meeting:-** as read - confirmed and agreed as correct.
3. **Appointments, Registrations:**
 - a. **U.K -**
 - a. It is important that ladies end their term of office on time - it is better to have no one in post than to continue the appointment longer than the allotted time. Please will all ladies check their appointment dates.
Action - All appointment holders
 - b. Girlguiding UK is going to change Guiding Development structure - which is likely to have implications for Wales and for County. Girlguiding UK will possibly have a second structure
 - i. Membership support
 - ii. Guiding development
 - b. **Wales - 'see items from Welsh exec.**
Appointments
 - DoE - Chris Hutchinson
 - Walking - Chris Hutchinson standing in at the moment
 - Janet Newbury - Rainbows
 - c. **Council -** Members of the council at present are Donna Jones, Pat Forshaw - (Pen portrait still needed), Dr Jane Bevan and Laurel Chalk - (Pen portrait still needed). As Jane will be automatically on the Council she will need to be replaced - so we still need to find three more people still required - possibly from Conwy or Denbighshire.
Action - All Commissioners
 - d. **County - 'see extra items sheet - tabled '**
 - Ann Ashworth - Chief Commissioners Award
 - Margaret Hillman Chief Commissioners Award
 - June Churchman is now at home
 - Wendy Malcolm in hospital
 - Jane Bevan has gained her doctorate
 - Seeking a music adviser

Resignations - n/r

Appointments -

- Dr Jane Bevan - County Commissioner designate - Viv congratulated Jane and wished her well in her new post - the County will have a really excellent leader.
 - Jane thanked the Executive and said that she was looking forward to the job. She had already appointed Meg Jones and Alison Willington as her Assistant County Commissioners

- Jane explained that the changes at UK level were likely to affect the County - and knows that there are exciting times ahead especially with the centenary next year
- Ruth Griffith - Vice President
- Aletia Messham - Adviser on the Welsh Language - no longer Music Adviser

e. Directory -

4. Matters Arising

- a. **Constitutions and Trustees**- Forms given out at the meeting for those who need to complete one, Division Commissioners to chase up.
Action - All Division Commissioners
- b. **Buildings and Trustees** - Need information about trustees and constitution from Rhyl Headquarters
Action - Eileen Hobbis
- c. **Job Descriptions** - still county position job descriptions missing - Everyone to look at the Annual Report appendices and see whether they have completed the job description
Action - all appointment holders
- d. **Plaques** - Rose had spoken to the gentleman in Queensferry - it was agreed to ask for a price for a coaster shaped trefoil plaque
Action - Rose Messham
- e. **Bulletin** - Viv has had some names of those who would prefer to have hard copies of the bulletin - but was concerned at how the bulletin would be distributed by email as not all email addresses are held by county. It was agreed that the bulletin would be sent out again this time and it would be reviewed once 'Go' is live
- f. **Christmas Carol Service** - the event had been very good and our girls had been excellent - it was well worth going down despite the early start
- g. **Caravan at Ty Clwyd** - after discussion it was agreed that the caravan should be disposed of
Action - Ty Clwyd Management
- h. **Estyn Inspection** - re-inspection due in March in Denbighshire - unlikely that units will be asked to provide sessions for assessment
- i. **White Box** - how many Guiders are actually using it? We have had some good support - raising £75 so far (for doing nothing more than clicking on the home page- but we need more people to take this on
Action -Viv Craig to re-send the directions on installing the home page. All members to and encourage others to install the home page
- j.
- k. **Streamline**
 - Circa 180 units in County of which approximately 150 have attended trainings. Karen has lists of units who have attended
Action Division Commissioners to follow up to ensure everyone has received training
 - Still no start date issued from CHQ - leaders will be informed as soon as we know of our 'Go Live' date
 - Karen still needs email addresses from key users - anyone who has not done so needs to make sure she has their email
Action - Division Commissioners to pass on this message
 - County will need 5 people to organise the County side of the database - this will be arranged once the new commissioner is in place.
 - Viv thanked Karen for all the work she had done to get everyone trained so efficiently

try

- l. **Pantomime** - good evening had by everyone although some guiders felt that some of the jokes were too suggestive - maybe a word should be said to the theatre. Thanks to Margaret for all her organising - the theatre has been booked again for next year.
- m. **County Weekend** - a very successful weekend had been had at Bron - thanks to Ann Ashworth for all the work she did. Next weekend is at Lorne in June - All those who showed interest whilst staying at Bron need to book in now - the interest shown is not taken as a booking.
Action - Commissioners to advise members
- n. **Think Pink** - So far we have raised £900 - the community action project finishes at the end of April - if there are any more funds please can leaders pass to Meg Jones. Thanks to Clecs Clwyd for having organised the event. The board at Ty Clwyd will be dismantled after the next Executive

5. Guiding Developments

1. Mentors -

- need to find more Mentors in Districts. The suggestion is to have at least 2 in each District. Why don't Districts ask those who have completed the new scheme to become Mentors - as they have a good understanding of what is required for the qualification.
Action - Districts
- New leaders need to be met by the District Commissioner or the delegated person within 10 days of the person volunteering to help - as per the new flow chart process -welcome leaflets need to be given to the new leader at the first interview and new book can be given providing someone is prepared to explain it and that the new leader wishes to become a qualified leader
Action - DCs or delegated person
Action - Viv Craig to email flow charts to Commissioners
- Books available at the meeting for Leaders who have been in units for a while who have not been given their ALQ books. New welcome packs and books will be available at future meetings

2. **Lorne** - booking form given out - there are 27 places - only 4 booked in so far - and people may camp outside under canvas if they would like to do so. There is a flat for an extra 4 people if required. £20 deposit needed.
3. All training centres will be asking for the money for weekends up-front in future and some those who did not come to the last training weekend have been billed for the event.
4. **March Training - 14th March** - Fliers given out - event at John Summers , with section training and out of doors - Welsh trainers coming to the event. Free buffet lunch
5. **County weekend training at Ty Clwyd** - open to all but in particular for those who have not been able to get to Lorne - 18th September - joined with the Outdoor weekend.
6. Pack about Iceland passed round for orders
Action - Viv to order from Jill Stott

6. Division News

East Flintshire

- Sale of work in Deeside

North Denbighshire

- Re-opened 3rd Rhyl Brownies
- Legacy of £35,000 given for Rhyl Brownies
- Bag Packing in Prestatyn raised £200
- Pink Party held

Wrexham

- Visited several pantos
- 1 unit suspended
- Funday for Rainbows for Isabel Steven Shield - Rossett Rainbows won the competition
- Bag packing in M&S raised £400
- Yale district had thinking day event

Colwyn

- Have no meeting place at the moment as the hall is no longer in use

Viv explained about the Welsh event Easter 2010 - bag packing with Tesco's - but it has been suggested that we try and encourage all supermarkets to participate in the event - good PR for the supermarkets and for Guiding in the centenary. Watch this space

7. Ty Clwyd Report -

1. Report - tabled

2. Extension -

- Planning permission has been granted
- Committee now needed to look at what the county requires
 - i. Committee members - Viv Craig, Lynn Denney, Mary Turner, Dr Jane Bevan, Debra Smith (Rhyl who uses the centre a great deal), Fiona Kingsnorth to be asked as a representation of school users. **(Action - Fred)**
- Conditional Grants have been received and will only be paid out if we have raised sufficient funds to pay for the whole project
 - i. WREN - £30,000
 - ii. WAG - ACFP - £120,000
 - iii. Bernard Sunley - £3000
- Grant of £350 received from Shell
- Conwy Youth Capital grant possibility to be spent by 31st March - submission put in Monday - for new chairs - filing cabinets and office chairs
- County Fun Day - Feedback from leaders suggests that they do not wish to have a fun day in July. Therefore the event is cancelled. It is now up to units to ensure the extra funds are raised for the extension.
- It is really important that we have some more representatives for the fund raising committee

4. Recycling - still need the appropriate bins - composting going well

8. County Commissioners Report

a Information Report - tabled

b. Letters- to thank Wrexham for having helped serve meals during Christmas time

c. Talkback - dealt with from minutes sent to CC

d. Thanks Giving Service -

- Commissioners asked for the dates of their awards event
Action - Division Commissioners
- Event programme given out to make sure that all Divisions know what they are doing - agreed that Wrexham would do the G Factor and West Flint would do the item assigned to Wrexham - **Action - Viv to amend West Flints programme**
- Hymn words for everyone - **Action - Viv to email to everyone**
- Disk with music for 1st hymn given to all divisions
- Kelly Price to organise procession - for Rainbow Olivias, Brownie and Guide flags and county standard.
- County standard to be processed by Clecs Clwyd - Viv to go in with the standard - Jane to leave with the standard.
- No cost to the event but there will be a raffle to try and defray costs
- Workshops start 10 am for those who are participating in the review
- Awards will be given out at lunch time including Queens Guide awards
- Nominations for awards still open for next fortnight - to Rose Messham
- Bring own packed lunch
- If any help is needed with the structure of Division parts please contact Viv

e. Census -

- **last one - please remember units need to have forms and money to DCs by 24th February - ACTION _ EVERYONE**
- **DCs (or delegated person) are responsible for seeing all unit accounts - information given to Divisions**

- f. **Annual Review** - please send information to Lynn Denney - photos and words - theme this year is Change the Word - **Action - ALL**
- g. **Change the world** -
 - Please use the booklets as PR tool - Estyn very impressed with the project - need to make sure that anyone who is participating registers on line . Talk about the promise and thinking of others before ourselves and helping others before we celebrate ourselves
Action - All Leaders
 - Thanks to Ruthin Brownies for planting trees whilst at Ty Clwyd on Brownie Holiday

10. Treasurers Report -

- County bank balance sheets handed out. £94,433.59 altogether in accounts - need to make sure that we raise funds so that we have reserves - sufficient to cover emergencies
- Mileage - 40p per mile from 1st January 2009
- Next Finance meeting - 10th March 7.30pm at Vivs house (CC, ACC, Treasurer, TC Manager, Div Cs, G&D chair, Funding adviser. CC Designate)

11. Advisors Reports

- a. **Rainbows** - tabled report.
 - i. Fliers out for Rainbows go Wild -
 - ii. Competition for rainbows to design a badge for 'Rainbows Go Wild'.
 - iii. Rainbow adviser asked to liaise with Centenary champion
- b. **Brownies** -
 - i. Brownie Quiz registration - leaders still able to register with County Advisor by end of February
 - ii. Brownie Quiz dates
 - 1. Units - 2nd to 20th March
 - 2. Districts - 23rd March to 6th April
 - 3. Division ?
 - 4. County event to be held at Edith Bankes hall. **Action - Joanne Ellison**
 - 5. Welsh Final at Llandinam village hall -
 - iii. Music weekend at Bron - please give out fliers
 - iv. Brownies take over castles for 2010 to be organised by the Brownie adviser team
- c. **Guides** -
 - i. Pool Party and Sleepover at the Nova Pool - great success
 - ii. Tabled report
 - iii. WOW - 11th - 13th June at Builth Wells - flier given out
 - iv. T Shirt competition - closing date 1st May - flier given out
 - v. Bron Camp - mid August - county to send a minimum of 10 girls and 2 leaders
- d. **B/P Adventure** - There is a problem with Guide leaders understanding the process for awarding B/P awards - important that Guide Guiders keep to the system. Action - Alison Williams to send out process when it is received. **Action - B/P badges may only be purchased through the County Secretary**
- e. **Senior Section/DoE/In4mers**- nothing to report
- f. **Trefoil** - n/r
- g. **Outdoor** -
 - i. **Cook Out competition - final 20th June 2009 at Ty Clwyd - information given out - items to be organised in Divisions**
 - ii. **Centenary camp** - 100 hour camp - at Ty Clwyd- 27th July to 31st July 2010. Service team invited to Saturday 24th for training
 - iii. **Camp blanket weekend great fun** - lots of sledging and girls competed in compere challenge - Rosie Lovegrove being the winner
- h. **International** -
 - i. Catriona Basey has been accepted to go to Egypt on GOLD. Congratulations to her - please see flier - Catriona will come to a Guide unit to do a session
 - ii. International evening - 17th April - Wrexham Headquarters

- iii. 5 going overseas - 3 to Norway - 1 to Peru - 1 to Iceland
- iv. International selection interest - flier given out
- i. **Environment** - n/r
- j. **Arts** - n/r
- k. **Queen's Guide**
 - i. 2 girls from Wrexham, Laurel Chalk and Helen Smith - awarded Queens Guide - but will not be presented in London until January 2010. Congratulations to both girls. Both girls would like to display the work they did.
 - ii. Are there any more girls wanting to take place.
- l. **Llais y Ddraig/Clecs Clwyd** - n/r
- m. **Reaching out** -
 - i. next team meeting 16th February 2009 - at Bryn Awel Hotel, if anyone would like to join the team please contact Chris Jobson - lots of exciting things happening with the centenary.
 - ii. Discussion about banners - very expensive - **Avril Daley to find out some local prices and discussion to take place at next PR and Centenary meetings**
- n. **Friends of Ty Clwyd** - n/r
- o. **Movers and Shakers** - n/r
- p. **Centenary Celebrations-**
 - i. Launch Party 5th September 2009 -at Ruthin School - theme Dance through the decades (outdoor concert) - £10 per head.
 - ii. Open to anyone who has made a promise - please make sure ex guiders and girls are invited
 - iii. Book places now even if no payment to ensure you get your free bag of goodies from CHQ - anyone later than booking date of 25th May may come but will not get free bag. Book through Margaret Hillman.
 - iv. Flier given out - thanks to Karen
 - v. Rosie Lovegroove to be compere - winner of competition
 - vi. Other girls to be given opportunity to participate
 - vii. Arrive from 5.30 there will be activities for the girls until event starts at 6.30pm
 - viii. Bring own picnic
 - ix. Possibility for guides to sleepover
 - x. Next meeting Bryn Awel Hotel
 - xi. Fliers from CHQ re centenary given out
 - xii. Viv trying to put in for a grant to help towards the cost of the entertainment and buses for the launch party
- q. **Millennium Volunteers/Children's university** - n/r.

12. Wales

- a. **Information Report** - tabled report
- b. **Please try and encourage ladies to go to trainings and events at Bron**
- c. **Catriona Basey** - going to Egypt
- d. **Young Friends** - Bron 4th and 5th July - fliers given out
- e. **Commissioner Training** - for all commissioners - ideal opportunity for commissioners get together with the new CC at the start of her term of office - ideal for team building
- f. Viv has suggested Y Bwthyn plans if anyone would like to see
- g. Please can we find more leaders to be nominated for awards
- h. Opportunity to plant trees at Ty Clwyd - 7th March - soup provided
- i. Revitalising day - Bron - 14th June
- j. CRB retrospect should be completed by 22nd February - (not the 3 year repeats but those who might not have been done at all)

13. Any other business

- County Ball- November 13th at the Holiday Inn A55 - celebrate final fund raising
- 20% discount from Milletts in Wrexham
- Quiz sheets - from Dyserth Guides
- NO medium hoodies left - agreed to buy more small medium and large.

14. Date and Venue of next meeting - Monday 6th April - 2009, Edith Bankes Hall, Northop