

Meeting of Girlguiding Clwyd Executive Committee

Wednesday 3rd February 2010

Present: Jane Bevan, Alison Willington, Megan Jones, Claire Evans, Jan Wintle, Isabel Blore, Debra Smith, Mary Turner, Lynn Denney, Mary Steel, Hazel Webb, & Karen Evans (in attendance)

Apologies: Chris Wykes, Denise Morris, Ruth Davies, Margaret Lusted,

1. Jane welcomed everyone to the meeting. Reading
2. Minutes of the last meeting (28th October 2009) – as read – confirmed and agreed as being correct. Signed by Jane Bevan.

3. Appointments and Resignations:

- a) **UK** – nothing to report
- b) **Wales** – 4 Laurel awards presented this year
- c) **Council** – still needing one member, nominations to Jane please

- d) **County** – Congratulations to Margaret Hillman on her MBE
Congratulations to Viv Craig on gaining a Laurel Award.

Appointments:

County Guide Adviser – Gemma Lee

County Rainbow Adviser – Kerry Lawrence

Resignations:

County Arts Adviser – Kerry Lawrence

Jane will forward an up to date list of all advisers in the county, directory is in hand.

4. Matters Arising

- a) **County Directory** – REMINDER **Please can all Advisers, Division Commissioners, District Commissioners and anyone else whose role currently appears in the county directory please send up-to-date contact details to Karen Evans, along with a digital image/ passport photograph for inclusion in the directory.**

- b) **Constitution**- Copy of the constitution was circulated to all members of the executive present both at the last exec meeting and then by email. Wording on the constitution has been amended; constitution was accepted by executive and signed by President and County Commissioner.

- c) **Trustee Forms** – Every person on the executive must sign a trustee form and a form which allows their details to go on the website. Karen still has some outstanding will email or post them out again to the relevant people
- d) **Buildings and Trustees** – Still some forms outstanding, North Denbighshire received, South Denbighshire – no buildings in division, Berwyn – sending in, Wrexham – Isobel will speak to Janet. Karen will send reminders to East and West Flintshire.
- e) County still requires the following information. Jane emphasised how all bank accounts should have at least three, preferably four, signatories of which two must sign cheques. The County should hold a record of all bank accounts held within the county. Therefore please could all guiders send Megan Jones:
- The name of all bank/building society/post office accounts held by their unit
 - The account number of each of those accounts
 - The signatories on each account
- This information will be kept in a secure place to be accessed only by the County Commissioner and County Treasurer in the event of a problem requiring their action. Meg will send a list to Division Commissioners of those Units outstanding.
- f) **Role Descriptions** – The County holds role descriptions for appointments within the county, some job descriptions are still outstanding and some need updating, if people are unsure if they need to do anything with their role description please contact Jane and Karen.
- g) **Go! And County Go!** –
All units in the County are now on the Go database. Jane expressed thanks to Karen for all the time and effort Karen has spent on Go!
Subscription Invoices have now gone out, payment needs to be send to CHQ by 22nd of February, the county will not receive any levy back until 80% of payments have been received. Commissioners are asked to be proactive in ensuring invoices are paid by units.
Karen explained how over the last few months she has been making a lot of the amendments on the database. From now on this responsibility becomes the District and Division Commissioners. Karen will be sending GO queries back to the DC or Div C for them to amend but of course will be available for support and guidance. Karen asked that Div C's should make sure that unit guiders are aware they need to keep their database up to date both for the girls and the guiders in their districts.
- h) **CRBs - DC and Delegated Person.** Please send Karen Evans the name and email address of a person in each district who is going to take responsibility for carrying out CRB's. They must have access to a computer and be fairly computer literate. One person per district. If anyone wants further information on completing CRB's please contact Karen Evans
- i) **Annual Review** – This will be held on 16th May 2010 at Ty Clwyd. Jane explained that as this is our Centenary Year she would like a similar format to last year with an Award Ceremony incorporated during a lunch time picnic. Following a discussion it was decided that as it was quite a big undertaking all divisions would be involved in the planning. A planning meeting will be held on 1st March at 8pm at the Bryn Awel in Mold, at least, preferably 2 representatives should attend from each division.

j) Jane to cascade information on County Cookout to all Division Commissioners.

5. Division News:

Berwyn: Division appears to be running efficiently with several people now in position

Colwyn: No one in attendance

North Denbighshire: 1st Meliden Guides – bag packed in Sainsbury's raised over £1000 for Talking Newspapers, also did an afternoon tea for local OAP's with entertainment from the guides.

Prestatyn District Friends of Guiding hosted a Centenary Show at the local cinema which local guiding groups took part raising £484.

Prestatyn District putting on an exhibition at Prestatyn library showing guiding. This is also being used to highlight guiding and recruitment for leaders and girls.

Brownies sleepover at the Nova 13th March, and are having a sandcastle competition sometime in June.

Friends of Guiding are having an Easter coffee morning on 20th March and an Easter bingo on 26th March as well as having trefoil singers and a meal on 8th May.

1st Rhuddlan Brownies are having a sponsored pancake toss on 8th Feb.

8th Rhyl Brownies panto raised £560 profit, £200 was donated to the church to whom they are affiliated, £160 went to Raise the roof and £200 was retained to go towards a forthcoming pack holiday.

11th Rhyl Brownies and Guides recently celebrated their 30th Birthday by holding a church service and also Sue Roberts their leader retired as she reached 65.

8th Rhyl Rainbows and 5th Rhyl Brownies are holding a Valentine coffee morning on 13th Feb Thinking Day this year will be a Division event – celebration of Talent – which will be held at Rhyl Town Hall on the 21/2/10 from 2-5 p.m. There will be Thinking Day on the air.

A date has been set for a 100 minute walk to raise funds for Marie Curie. This will be for the Brownies and Rainbows from Rhyl District

South Denbighshire: All the Units are busy with the 100 Adventure, all the wintry things – making scarves, eating cold food, going out in the dark – and Gellifor Guides are busy making a Monopoly board. Two coaches of girls went to the Party in the Park and the Panto, and most of the leaders went to the County Ball. Llandyrnog Brownies put snowflake wishes on the village Christmas Tree and sang carols with the locals, raising money for Ty Gobaith. The local pub extended the fund raising over the next few days making it a village venture. They also attended a Remembrance Service where they explained how Guides had done their bit during the war. Two Guides from Henllan organized a Festival of lights evening, open to the village and raised £260 for Ty Gobaith.

West Flintshire: No one in attendance

East Flintshire: No one in attendance.

Wrexham: Division Carol Service went well, 2 districts had a Christmas Meal Out and there are many Thinking day events planned.

6. Treasurers Report – Tabled
7. PR – No one in attendance – no report received
8. Membership Support
 - Report Tabled
 - Pamper weekend 29th – 31st October 2010 at Ty Clwyd
9. Guiding Programme
 - **One World One Beat** – 1000 people booked in to attend the event in Glyndwr University on Wrexham. Help is still needed on the day. If anyone can spare anytime on 21/2/10 to help please contact Sarah Thomas or Alison Willington.
 - **Brownies Take Over the Castle** – 19th June – Rhuddlan Castle Flyers sent out, Limited to 500 girls, Rainbow and Guide Guiders needed to help run activities on the day so the Brownie Leaders can spend time with their girls. Flyer to be put onto County Website.
 - **Centenary Camp** – Bron – 15th August – 21st August – cost is £140 per girl. Plus food and travel costs. Division Commissioners to find out if any units are going from their area and feedback to Jane Bevan
 - **BP Adventure** – BP adventure in Bron 14th-16th May – flyer tabled for Division Commissioners, there maybe an adventure in Clwyd on 20th March but still awaiting Conformation.
 - **Heritage project** – On hold at the moment
 - **Next Guiding Programme meeting** – 24th February at the Bryn Awel If anyone has any requests relating to events e.t.c. they would like to see in the county, please contact Alison.
10. Llais – no one in attendance – no report received
11. Clecs Clwyd – no one in attendance – no report received
12. Ty Clwyd Report
 - Report tabled
 - Revised prices were read out and a vote was taken, they were unanimously accepted by the executive committee.
 - Prices are:
 - House

- Clwyd Guides - £6 per person per night, Daily Use £45, Part Day £30, Evening £30 Non returnable deposit of £60
- Out of County Guides and Scouts - £6.50 per person per night, Daily Use £45, Part Day £30, Evening £30, Non returnable deposit of £65
- Other Organisations - £7 per person per night Daily Use £60 Part Day £30, Evening £30, Non returnable deposit of £70
- All users minimum fee equivalent to 10 people staying per night

Camp Site

- Clwyd - £2.75 per person per night, Daily 75p per person £40 deposit
- Out of County Guides and Scouts - £3.25 per person per night, Daily 75p per person, £40 deposit
- Other Organisations - £3.50 per person per night, Daily 75 p per person, £40 deposit

Off Site Marques

- Clwyd £15
- Daily on site £5, weekly 5-7 days, £25

No longer charge per person for wood

- A group has booked in to Ty Clwyd for April, it maybe that the house is not finished so the group have been offered opportunity to cancel and rebook. Following discussion it was agreed that when they rebook they will be able to have it at the old prices.
- Soil – The soil removed for the foundations still needs to be put into the woods and distributed around Ty Clwyd. Help is required. Please let Fred know if you are able to help at all, a date will be arranged again. Alison to enquire with Youth Justice team and with the Army see if they can help put.
- Decorating – No ideas were received for the decorating of Ty Clwyd, if any divisions have ideas on how they would like Ty Clwyd Decorated please contact Viv or Lynn.

13. County Commissioners Report

- Correspondence
 - Letter received from Ashleigh Woodland 2nd Mynydd Isa Guides regarding International Selection, she has been selected to go to Canada
 - Thank you letter received from Viv about her Laurel Award
 - Card has been received from Enid Waterfall wishing the County a Wonderful Centenary Year
 - Thinking Day Letter distributed to all division commissioners
- Talkback Sheets
 - Clwyd Vale – 1 off event in County for awards, please can we have county polo shirts like the hoodies, patrol leaders training very successful, please can we make it an annual event
 - Wrexham – County Metal Badges – good idea, nice idea to have a county dinner

- Girlguiding UK
 - CHO notes – tabled
 - GG UK Uniform – stripy blouses are going, these will be replaced by a blue shirt, Rugby shirts also going.
- Girlguiding Cymru
 - Bron Shop Committee – Flyer tabled
 - MER Report Tabled
 - Adult Support Report Tabled
 - Girlguiding Cymru Centenary T-Shirts – One adult and one child t shirt given to each division commissioner – order forms tabled
 - Hats for Haiti – Report Tabled
 - Helping Hands Badge – Tabled
 - Girlguiding Cymru President – Helen Murdoch is starting a Blog, she sees a presidents role as being inspiring and promoting, it's about being seen, being heard and being in the right place. Mary Steel Girlguiding Clwyd President, described it as being a 'Cheerleader'
 - Cook Island Badges – 2616 badges have been sold to date making a profit of £951.80
 - Girlguiding Cymru Centenary Necker - £10 each, Flashing!!
- Girlguiding Clwyd
 - County Ball – Many thanks to everyone who organised the county ball, it was a great success. There will be an annual social event for Adults like this each year. Thanks also to the Divisions for providing the wonderful hampers.
 - Pantomime – Many thanks to Margaret for organising the event once again this year – a profit of £1186.40 was made. Flyers distributed for next years Panto
 - Tesco Vouchers - banked for 2009, will let you know when new vouchers are available
 - Annual Report – Could Division Commissioners and Advisers please send FFF's to Jane please. Contact Jane if you need more information.
 - County Bulletin – anyone wanting a paper copy of the Bulletin please let Karen or Jane know
 - County Website – still on going
 - Senior Section Meeting - 15th March, 7.30pm Bryn Awel for County Senior Section Team and All County Senior Section Leaders
 - County International Evening – 16th April – Edith Bankes Northop
 - Ty Clwyd Camp Blanket Weekend 30th April – 2nd May
 - County Planning BBQ at Ty Clwyd 7th June. All Division Commissioners and County Advisers and Appointment holders should attend this meeting – this is when we set the rising dates in County and avoid dates clashing within County and with Cymru meetings and events.

- Finale 20th October at 20.10 – we would like to have a County record of who does what in our Centenary Year. Ideas would be welcome for how we may be able to do link all our individual finale events / venues together.

14. Any other Business

- County Woggle – It has been suggested that we have a county woggle; sample was shown to the executive committee. All committee in agreement and would like to have a welsh dragon and Girlguiding Clwyd on it. Karen will contact company and ask for some designs to be drawn up,.
- Any forms for Residential Events are to be sent to Margaret Hillman. 9 Kiln Lane , Hope Flintshire. LL12 9PH.

Please make sure that if you can not attend a County Executive Meeting you send a representative in your place

15. Date and Venue of Next Meeting

**31st March 2010 at Edith Bankes Hall 7.30 p.m.
Division Commissioner Network at 7 p.m.**