

## Meeting of Girlguiding Clwyd Executive Committee

Wednesday 30th June 2010

<b>Present:</b>	Mary Steel	Girlguiding Clwyd President
	Jane Bevan	County Commissioner (Chairman)
	Megan Jones	Assistant County Commissioner & County Treasurer
	Alison Willington	Assistant County Commissioner & Chair Of Guiding Programme
	Isabel Blore	Division Commissioner Wrexham
	Ruth Davies	Division Commissioner West Flintshire
	Donna Jones	Division Commissioner Designate West Flintshire
	Claire Evans	Assistant Division Commissioner Berwyn
	Anna Patterson	Representative for North Denbighshire
	Margaret Clarkson	Representative for East Flintshire
	Mary Turner	Chairman of Ty Clwyd Management Committee
	Chris Wykes	Chairman & Co-ordinator of Adult Support & Training

**In attendance:** Karen Evans County Executive Administrator

**Apologies:** Lynn Denney, Debra Smith, Denise Morris

1. Jane welcomed everyone to the meeting.
2. Minutes of the last meeting (31st March) – Denise Morris added as being in present - confirmed and agreed as being correct. Signed by Jane Bevan.
3. Appointments and Resignations:
  - a) **UK** – Liz Burnley – Chief Guide received OBE  
New UK walking Adviser
  - b) **Wales** – Chief Commissioner Designate for Girlguiding Cymru – Felicity Ladbrooke (Current County Com for Central Glamorgan) 5 year term of office to start on 23.10.2010.
  - c) **Council** – members remain the same as last year
  - d) **County** – Appointments

Donna Jones – Division Commissioner Designate for West Flintshire, 5 year term of office, to start on 1<sup>st</sup> August 2010

### Vacancies

Nominations and Volunteers please contact County Commissioner – ALQ mentors, Outdoor Mentors, Trainers, Arts Adviser, Music Adviser, Spiritual Adviser, East Flintshire Division Commissioner, Brownie Adviser.

4. Matters Arising

- a) **County Directory** – Jane provided a list of members with a county post for distribution.
- b) **Trustee Booklet** – Copy of trustee booklet was given to each exec member, trustee forms will be brought to next exec for people to sign
- c) **Buildings and Trustees** – Please get outstanding forms to Jane as a matter of urgency
- d) **Bank Accounts** - Jane emphasised how all bank accounts should have at least three, preferably four, signatories of which two must sign cheques. It is important that when a new Commissioner is appointed that district/division accounts and paperwork are handed over promptly. The new commissioner should ensure that signatories on the district/division accounts are up to date and relevant. Girlguiding Cymru wishes that each Guiding County shall hold a record of all bank accounts held within the county. Karen has distributed lists of those units still outstanding. Therefore please could all guiders send the County Commissioner - Megan Jones:
- The name of all bank/building society/post office accounts held by their unit
  - The account number & name of each of those accounts
  - The names of 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.

- e) **Role Descriptions** – The County holds role descriptions for appointments within the county, some role 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.
- f) **Go! And County Go!** – One payment still not received - Karen chasing. Meg will not be sending out payments to divisions until all payments are made.
- Some problems with Go! were highlighted including ALQ Mentor co-ordinator not getting notification of when clearances have come through so people can be allocated mentors. It was agreed that in the short term anyone putting a new person onto Go!, should notify Karen, Karen will then check regularly when clearances come through and notify the ALQ Mentor Co-ordinator.
  - Each Guiding County is going to be allocated 1 Extra full Read/Write access for County and 1 Read Only access for use with the County GO database.
  - If any districts would like Karen to visit to carry out extra trainings on Go! or to come and try and sort out problems please get in touch with her. [karene1@tiscali.co.uk](mailto:karene1@tiscali.co.uk)
- g) **CRBs** – Karen reported that some people are receiving their Clearance certificates for the CRB but Go! isn't being updated. If this happens please let Karen know and she will update the members details on Go!.

h) **Annual Review/Grand Opening of Ty Clwyd** – Was held on 16<sup>th</sup> May 2010 at Ty Clwyd. The day was a great Success, Ty Clwyd was wrapped in a huge blue ribbon. Many thanks to Mary Steel for officially opening Ty Clwyd and for sending information to the Press. Thank you to Divisions for the preparation they did on the day, especially to Beth Taylor and her girls for the 'History of Guiding' Show and Beryl Blackmore and her team for the refreshments. Some Awards remain and they have been distributed to Divisions to give out.

i) **Brownies Storming Castle** – Day was a great success with approx 500 girls in attendance and 120 plus leaders. Mary Steel asked it to be noted that the girls were exceptionally well behaved and she was very proud of them. Several brownies and one young leader made their promise at the event.

Lost Property List:

White baseball cap – Laura Moss

Pink baseball cap – L.J.R.

Brownie Zip Hoodie - Rachel

j) **Guides Pitch & Munch** – Several took place across the county including Ruthin Jail, Rhyl Sea Front and the Tweedmill in Trefnant. Lots of people stopped to ask what was happening, funds were raised and new members attracted. Should this be an annual PR event in the County?

k) **WOW!** Our County provided 24 Hour Security at the Welsh Centenary Camp those members, lead by Megan Jones, who attended this event as the security team had a great time. Camp was also attended and enjoyed by some Girlguiding Clwyd Units.

l) **County Planning Evening and Rising Dates** – Jane thanked those people who attended the planning evening at Ty Clwyd and for Movers and Shakers for providing the BBQ. The evening was evaluated and the feedback will inform next years planning meeting.

m) **Division and District Accounts** – When a new Division or District Commissioner/Team take over they should ensure that the new commissioner/team members become signatories on the Division and District Account.

n) **Annual Report** - will be available online soon

o) **Young Dragons** – No further feedback at present

p) **Local Voluntary Council Vacancies** – Will be part of PR Team and our link to the voluntary councils were they will be champions of Girlguiding Clwyd - the following people are needed, must be able to attend meetings during the day.

**Berwyn** – AVOW – rep please

**Denbighshire North** – DLVC – rep please

**Flintshire East** – FLVC – rep please

**Flintshire West** – FLVC – rep please

q) **Ty Clwyd** – As a county we must support Ty Clwyd. Please continue to fundraise for our County House. A list of Jobs needing attention will be divided through the county.

5. Division News:

**Berwyn:** Units took part in Wrexham Procession

Units from all parts of Division have taken part in storming the castles

Units from all over division have taken part in Rainbows taking over the Zoos

One senior section member has been selected for international.

Llangollen district are holding a district summer centenary camp for all sections.

A sleep over is being planned for brownies in the local leisure centre.

**North Denbighshire:** Rhyl District walked 100 Mins in aid of Marie Curie Cancer Care and we raised £2,425.00. 3<sup>rd</sup> Rhyl Brownies were in the RNLi magazine

**South Denbighshire** – No one in attendance to report

**West Flintshire:** 1<sup>st</sup> Carmel Guides WOW Camp, Builth wells\_Continuing to work towards Adventure 100\_Visit to Forest School planned for September 2010\_‘In the Dark’ activity planned with 1<sup>st</sup> Carmel Scouts Oct 2010 1st Carmel Rainbows Went to ‘Go Wild’ 1<sup>st</sup> Carmel Rangers 3 girls going on DofE weekend in Chirk 2<sup>nd</sup> Holywell Brownies Continuing to work towards Adventure 100 Went on PGL Brownie Adventure in May\_Stormed Basingwerk Abbey on 19<sup>th</sup> June\_Visiting Girlguiding Wirral Exhibition Port Sunlight by Train\_Pack holiday planned at Ty Clwyd 1<sup>st</sup> – 3<sup>rd</sup> October. 2<sup>nd</sup> Holywell Guides Going to Centenary Camp at Ty Clwyd. Llanasa Guides Working on Adventure 100\_ Went to London stayed at ICANDO centre Off to Austria in 4 weeks time. 1<sup>st</sup> Northop Brownies Been on Pack Holiday to Ty Clwyd\_Stormed the Castle on 19<sup>th</sup> June\_Having a mere cat tombola stall at Northop Fund Day 4<sup>th</sup> July. Gwernaffield Guides Went to WOW Camp Builth Wells\_Going to Centenary Camp at Ty Clwyd, Mold and Moel Fammau Rangers Working towards adventure 100\_ Going to Centenary Camp at Ty Clwyd

**West Flintshire Leaders’ sleepover and Silver Jewellery Making** at Prestatyn Guide Headquarters 19<sup>th</sup> – 20<sup>th</sup> November – If you would like to join us please contact Ruth Davies on 07709 002623

**East Flintshire:** nothing to report

**Colwyn** – No one in attendance to report

**Wrexham:** Everyone seems to be busy collecting Adventure 100 points! On 23<sup>rd</sup> May we had a Division Procession with Salsa Band (from Rhosnessi High School) though Wrexham followed by a Celebration Service at St Giles. It was estimated that over 400 members attended the event. Brynteg Rainbows, Brownies & Guides have also held a service last weekend at St Paul’s Church Pentre Broughton with Procession back to their meeting hall for juice and cake. Miss Mair Jones (local teacher) was made an ambassador at the event. We had a stall at the AVOW Volunteer Fair in Queen’s Square on 3<sup>rd</sup> June. A few names were taken mainly for younger girls but a couple of potential volunteers to follow up too. Allington District have held a Fashion Show 9<sup>th</sup> Wrexham Brownies & Guides have been to Ty-Clwyd

for a weekend. 120 members attended the Yale district campfire 3 busloads of rainbows from went Wild at the Welsh Mountain Zoo 6 brownie packs from Wrexham Division helped to "Take Over" Rhuddlan Castle We have 2 guides fundraising for their International Trips, and a Brownie leader who is going on the Tall Ships Adventure. Approximately 200 girls and leaders from Wrexham went to see "The Wizard of Oz" at Theatre Clwyd. Summerhill & Acton guides helped out at Race for life at Alyn Waters country park. Alison attended Wrexham scouts AGM and we will both be attending their 100 years camp Rexjam in Bangor on Dee next weekend. Rainbow Princess Party & Guide Ball both to take place before the end of term. We also have a Sausage Sizzle for HQ on 9<sup>th</sup> July. Centenary Raffle tickets on sale! We are hoping to open two new rainbow units next term & reopen a brownie pack. Vision event, Brownie Sleepover and concert by Rhos Cantorian choir all in planning for the Autumn term! Total of 21 have successfully completed 1<sup>st</sup> response training within the division.

6. Treasurers Report – Tabled – Discussion took place on the increase cost of BP badge and certificate. It was agreed that the cost would increase to £4 this was unanimously agreed by the county. Along with this was a proposal to suggest that £1 of this cost be met by the district/division. This cost will be reviewed annually. Increase in cost to start from 1<sup>st</sup> September 2010, Meg will update forms.
7. Marketing & Recruitment (PR) – No one in attendance
8. Membership Support & Training
  - There will be ALQ trainings taking place on 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup> October across the county. Individual invites will be sent out.
  - Bron fully booked for county training weekend.
9. Guiding Programme
  - Guiding Programme meeting on July 15<sup>th</sup>
10. Llais y Ddraig – names to Jane ASAP, maybe someone doing Queens Guide
11. Clecs Clwyd – names to Jane ASAP – please encourage
12. Ty Clwyd Report
  - Report tabled
  - Problem with Campsite and Local Farmers sheep getting into field letter received identifying boundaries with farmers field as shared, group to meet with farmer to discuss further.
  - Fundraising –
    - Tesco Vouchers, if anyone still has any please send to Viv
    - Enid Waterfall raised over £100 with her display of 100 years of Guiding
    - Duck Drive raised approx £140
    - Midsummer Madness was a success

- White Box – raised over £400 in one year please encourage more to join
- Shout Hooray for Ty Clwyd – Flyer 13<sup>th</sup> July Bryn Awel
- 25<sup>th</sup> September – open house at Ty Clwyd- Flyer
- Gala Evening – Raffle Allocation – Divisions to provide a Hamper of the following
  - Berwyn – Chocolate
  - East Flintshire – Kitchen
  - West Flintshire – Pamper
  - North Denbighshire – Wine
  - South Denbighshire – Toys
  - Colwyn – Holiday
  - Wrexham – Gardening

### 13. County Commissioners Report

- Correspondence
  - Letter received from the Chief Guide - Cathryn Brooker – thanking Clwyd for inviting her and the Deputy Chief Guide to our Annual Review
  - Letter received from Alison Mills, regarding sponsorship for the Tall Ships Adventure. Following discussion it was decided that the county would have to decline as money had not been given in the past to those attending the Tall Ships Adventure.
  - Jane has been invited to Buckingham Palace on July 22nd
- County Talk Back Sheets – Talkback sheets direct to Jane please  
One received to be forwarded to Lynn Denney - Can we have County Hoodies and polo shirts in larger (& child) sizes? Please. Guide Wear goes up to a size 30-32?

- Girlguiding UK
  - CHQ notes – tabled
- Girlguiding Cymru

#### Bron

- New Piano in Sitting room at Bron. it is digital and on a trolley therefore can be transported and used in any downstairs room
- Agreed to apply for planning permission for stage two of Y Bwythin improvements.
- Flag pole is up and ready for use on campsite
- Boldering shed is now up and running at Bron it has been relocated by ranger loft
- Do we want extra Plugs in Clwyd Room at Counties expense – C.C. to find out cost from Bron
- CADW – Open House Scheme to be implemented at Bron

County GO! – Each County to receive x1 Extra Full Read & Write access and x1 Read Only access. Further training has been requested.

'Beyond the Duck' New 2011 Welsh Challenge

'Me in Mind' New Guide and Senior Section Resource

'Bring on the Music' Resource – out soon accompanied by CD

'Catch the Moment' Badge – Photo competition – Flyer

World Conference – Flyer & email - GGCymru would like to see a welsh presence – please encourage Senior Section girls to volunteer

RSPB - Girlguiding Cymru working in Partnership with RSPB

Badge for completing challenges

Raise £20 = Feeder & Birdbox to place where you wish

New Girl Guiding Cymru Constitution was adopted

Projects - Cook Islands Project & Hats for Haiti doing well

Silver Dragon Broach unveiled – Jane Rix holds the criteria (Chris Wykes in County)

Teens & Twenties – See Flyer – Girlguiding Cymru Centenary event for Senior Section

### Training

- Senior Section Leaders Training at Bron – See Flyer 24<sup>th</sup> – 26<sup>th</sup> September – this is a good opportunity for networking with other Senior section leaders.
- Rainbow Leaders Training at Bron – 24<sup>th</sup> October
- Formula Funding is set to disappear – we need to think outside the box

It will mean we have no restrictions on what we deliver, We can meet our own needs.....

Subscription – CHO = £1 raise for 2011

- Girlguiding Clwyd
  - Centenary 100 Hour Camp - over 230 guides have booked to come to camp, help is still needed if anyone wishes to come along. A flyer is to be sent out asking for help with security at camp.
  - County Structure Review – Discussion took place on our county structure and how the Executive members felt it was working. Feedback was positive, members felt meetings were running well and that information was cascading effectively. Advisers will be asked for their feedback.
  - Wrexham Constitution – This was discussed by exec, amendments required, Mary Steele to look at it and feedback to Isabel & C.C. To be brought back to next exec.
  - Awards Procedure – See Handouts (x2)
  - Residential Procedure – **Please remember**



- ALL forms for residential events should be signed by the relevant Commissioner and then sent to our County Residential Adviser:
  - Margaret Hillman. 9 Kiln Lane, Hope Flintshire, LL12 9PH.
- A/A forms should be sent in at least 6 weeks before the event
- Please remember to enclose SAE's
  - International Opportunities - Please encourage girls and leaders to go on International Opportunities. Flyers will be out in September.
  - Green Policy – Coming Soon
  - Finale – Please send in County Talkback Sheets for ALL finale events to County Commissioner. County Finale Badges are available from Karen Evans.
  - Centenary Events - Please send to Jane Bevan x2 of each centenary badge that units, districts & divisions have produced in County. One for Girlguiding Cymru Archives and one for County Archives, Thank you.
  - County Review 2011 – Berwyn turn to host – Berywn to get back to exec in September with what they would like to do.
  - PR Team Responsibilities – Terms of Reference require updating. Counties new events trailer is the responsibility of the PR Team - need to organise how it is going to be transported to events.
  - Pantomime – 7<sup>th</sup> January 2011 – See Flyer
  - Senior Section Party – 7<sup>th</sup> July Edith Banks – cancelled due to lack of support.

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 of who will be representing you at the meeting.**

Date and Venue of Next Meeting

22<sup>nd</sup> September 2010 at Edith Bankes 7.30 p.m.  
Division Commissioner Network at 7 p.m.