



**Student Scout and Guide Organisation  
Impromptu Executive Committee Meeting  
Skype Conference  
24<sup>TH</sup> October 2010 – 6pm  
DRAFT**

**Present:**

Stuart Malcolm (SM)  
Kayleigh Urquhart (KU)  
Kirstie Wright (KW)  
Louise Flower (LF)  
Alice Pike (AP)

Chairperson  
Secretary  
Treasurer  
Members Officer  
Publicity

As this was an impromptu meeting, no set Agenda was prepared before hand. However SM had a series of 'issues' to bring up.

Meeting started: 18:00

**1. NAN Forms**

Has become apparent that a number of camps and over night activities have been happening with out NAN Forms being submitted. KU and SM have been monitoring on an google docs spreadsheet which clubs.

Action:

SM to send out an email. a) To clubs who have been away without NAN forms, b) A general clubs reminder.

? Inviting Jaq into a meeting to see how we can work better with her.

**2. Intouch Policy**

Has been some queries and to why home contacts need Scouting/Guiding CRBs rather than any Full CRB and wither Students union staff who already have access to students information and full CRBs are aloud to be home contacts without a Scouting/Guiding CRB. If union staff could be home contacts this would stream line the process for many clubs as in the event of an emergency they would have to contact their union as well as a home contact.

Again the exec queried wither clubs have made and following an Intouch system.

Action:

- SM to clairfy need for Scouting/Guiding CRB
  - \* SM to clarify if union people who already have access to the information need a scouting/guiding CRB.

\* Membership forms are due end of December, ask for a copy of all clubs Intouch policies with their membership forms.

\* KU to deal with any queries on Intouch policies.

### 3. Gilwell Meeting

It was felt that this is slipping through the net and needs desperately seeing to. Weekends are not practical. KU and SM available when ever however LF/AP will be dependant on the day. KW may be able to do a Fri afternoon but again will be subject to work commitments.

Action:

- SM to arrange a meeting provisionally Mon 15th or Fri 19th. Ideally the Friday.
- SM to find out a little what to expect from the meeting and what TSA would like to discuss so that we can do some prep.

### 4. CRB Policy

LF has finished the provisional Policy document change, first view appears to be okay. Will need to be passed at Reps.

Action:

- LF to send to clubs.

Next meeting Sunday 31st October (Aim for 6)

Meeting closed 18:54