

## Minutes of the Meeting of the Trust Board Leander Sea Scout Group at HQ

**Monday 18 May 2026**

**Present:** Andrew Jackson (Chair), Penny D’Souza (Secretary), Russell Constable, Samantha Sing, Robin Burr, Tim Pullen,

**Apologies for absence:** Paul Lomas-Clarke, Cathy Johnson

**Minutes of last meeting:** The minutes of the last meeting on 23 March 2026 were approved as an accurate record.

These actions are carried forward from previous meetings

<b>Date of origin</b>	<b>Action</b>	<b>Who</b>
<b>Open actions</b>		
Dec 25	Get link to hall hire invoices	Paul
Dec 25	Brief Martin Snodgrass on being Data Lead and updating our Privacy Policy	Andrew
Dec 25	Set up interviews with two potential Trustees	Andrew
Dec 25	Explore repairs needed for fencing	Andrew
Dec 25	Order falls for gigs – max 12mm width	Tim
Dec 25	Split safety inspections so can be done in ‘chunks’ each month by Section leaders	Andrew with Tim
March 26	Check buoyancy aids and kayaks	Andrew and Tim
March 26	Discuss possible increase in subs	Group Leadership Team
March 26	Review Reserves Policy and Recreational Use of Leander boats	All and GLT
March 26	Give trustees access to digital incident log	Tim
May 26	Speak to Cathy re meeting to move galley forward	Andrew
May 26	Renew riverside ramp	Russ
May 26	Convene meeting for detailed risk assessment of gig pulleys	Tim
May 26	Share website where water status is shown	Andrew
May 26	Ensure all trustees can access incident log, fire safety inspections and water activities log	Andrew/Tim
<b>Actions for other teams</b>		
Nov 23	Get leak on Gordon Talbot fixed	Water Activities Team – see below
March 22	Identification and disposal of leaking coypus	Water Activities Team
May 25	Get quotes for ‘middle ground’ refurb of galley with three phase power supply (see below)	Group Leadership Team Cathy will lead
March 26	Bring quotes for hall repainting to next meeting	Group Leadership Team
March 26	Bring quotes for robot vacuum cleaner to next meeting	Group Leadership Team
May 26	Send in any outstanding receipts for March/April	Tim, Russ, James
<b>Closed Action Items</b>		

Mar 26	Employ structural engineer to advise on gig pulleys	Paul - Done
Jan 26	Complete weighing and recalibrating of fire extinguishers	Andrew – done, all passed
Mar 26	Discuss water testing regime	Andrew and Tim – closed, Andrew tests every week.
Dec 25	Submit request for where to spend money – now changed to ongoing investigation of budgets for activity spend by Section	Group Leadership Team – done

### Group Lead Volunteer Report

Beavers were on a day camp last Saturday – overall it was a great success! Good too that incident logs were being filled out, and only for minor incidents (plasters being put on). Tim reminded that all Leaders can stop an activity as soon as they feel it's unsafe e.g. too many plasters needed.

Cubs running independently, being led by Martin who is well supported. Scouts have been on the water every week so far and Explorers are also out on the water and seem to be doing well.

A lot of progress made on water activity permits – 4 new kayak permits will be authorised on Wednesday, and support from Robin and Rich Hunt (Warspite) means pulling and powerboat permits also coming through.

Leadership team in Cubs may need additional support as cubs move up and it would be ideal if they can recruit a female member of the team. It might be worth Martin speaking to Cathy to see if there are any prospective candidates moving up.

There was a constructive discussion about how we encourage more female participation generally, and recognition that 'outward facing' materials (e.g. website, noticeboards, etc) probably need some attention.

### Finances

Our bank balances as at today are as follows:

Current account	£8063.52
Deposit account	£2855.44
Leaders a/c	£551.07
Explorers a/c	£423.08

We also have £88,756.91 in the Cambridge interest-bearing account.

Paul asked **Tim, Russ and James to send any outstanding receipts for March and April.**

### Policies and Legislation

Review of Reserves Policy and Recreational Use of Leander Boats is carried forward: all to review and comment with the aim of revising if necessary and approving by email ahead of the next meeting.

### Premises, Safety and Insurance

Today's fire safety inspection failed on one item – too much combustible material (e.g. paper and cardboard and plastics recycling) in the galley. They will be removed this evening.

UK Power Network have quoted nearly 18K to put in 3-phase power supply to our boundary – we would then have to take it to our building and probably relocate the consumer unit, which would likely cost an additional 5K- 10K. UKPN will only guarantee 52 KVA rather than 69, but this won't materially affect us. Next step is for Cathy, with others including Ben, to get quote for running power from boundary to building and to fit out the galley so that we have something with which to apply for grants. **Andrew will speak to Cathy about this, with a view to getting a date for a meeting.**

Re leak on Gordon Talbot, Robin is meeting with Mark Edwards next week.

The meeting authorised **Russ to renew the riverside boat launch ramp** at a cost not to exceed £250.

This stretch of the Thames has had designated bathing status, which means the Environment Agency now must test the water regularly during bathing season. So far this season the water quality has been good. Until this sampling is in place, Andrew & Tim will continue to take water samples every week and send off for lab testing.

Existing data available here: <https://www.thames-watch.uk>

Soon to be EA data here: <https://environment.data.gov.uk/bwg/profiles/profile.html?site=uki2203-11942>

## **Risks**

**Tim will convene a meeting of interested parties to do a detailed risk assessment of the gig pulleys with the aim of moving this item forward.**

## **AOB**

Trustees will be given access to the water activities log, the incident log and the fire safety inspections if they don't already have them.

**Many thanks to Simon Benham for digitising these wonderful [Photos](#) of Leander Sea Scouts in times gone by 😊**

## **Next Meeting Dates**

6 July – Sam gives her apologies

11 September (AGM tbc)

5 October

23 November