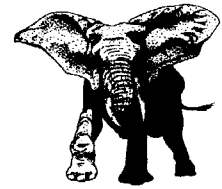




Kenya 2006



Minutes for Project Leaders Meeting

Date: 3rd February 2005 Time: 20:00 Location: 1 Elgin Gardens, Seaford

Present
Steve Allen (SA) Tina Witney (TW) Graham Henshaw(GH)

Action

1) Outline of project

We are waiting for details for the outline of the project from Ivey Elsey upon her return from her fact finding trip to Kenya this month. Graham to contact Ivey and arrange a meeting with her ASAP after her return. This will allow us as much time as possible to produce a presentation for the team selection day on 2nd April 05.

GH

2) Prerequisites for team membership

It was agreed that the requirements for the team should be:

- a) Paid up and active member of the Scout Association. Ie they are in addition to being a member of the Kenya project they are also an active explorer scout, member of the Scout Network, etc.
- b) Will be 16 or over on the date we depart for Kenya. As the exact date is not yet known it was decided to be lenient and make the date 1st August 2006

3) Money/Finances

Where should the project funds be held

Currently any outstanding monies from the abortive 2003 project (£5299.81) are held by Tony Richardson as the Seahaven District treasurer. It was not known if this sum should be transferred from local District Account to the County Account (Tony Richardson) or to the fund raising accounts for Kenya Projects held by Ivey Elsey. Tina to speak to both in order to ascertain the best solution.

TW

The sum to be charged for the project is to be £850 including a £100 deposit.

How much is going to be charged

Nominally the fee to be charged for the project will be £850. It should however be understood that this sum may rise, or indeed fall.

Installments

It was agreed that there should be 5 installments of £150 after the £100 non returnable deposit has been paid. It was thought that the installment dates where already planned but unfortunately this was not the case. Time will need to be set aside to set these dates.

TW

It was agreed that in the case of non payment the following procedure should be followed.

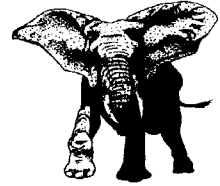
1 Week after due date. Reminder letter.

1 week before next installment due another letter reminding that 2 installments are now due.

1 week after due date for 2nd unpaid installment, individual can be taken off team at the discretion of the leadership team.



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4) Uniform

The project uniform to consist of Uniform shirt for the section the individual is currently in, Scout belt, long Scout trousers, and Kenya Scarf.

Alternatively Kenya T shirt and Kenya Scarf.

The Kenya T shirt and Scarf to be paid for by the project out of the deposit.

5) CRB clearance

All project members who are 18 or over will need CRB clearance. In order to overcome this issue Steve Simms to be invited to the selection day (02/04/05 at Broadstone). Even if the individual doesn't get selected, going through this process will still be useful.

SA

6) Web site

All minutes and newsletters to be forwarded to Steve Simms for inclusion in Web site

SA

7) Project Leader Training

After discussion all agreed it would be useful to attend the Africa Network Spring Meeting being held at Broadstone Warren. SA to book (Camping not indoors), and pay deposit

SA

8) Selection day programme

A rough outline of the selection day programme was produced, but need further work.

9) Date of next meeting

Thursday 10th February 2005. Location: Steves House.

Meeting Closed @ 22:10