

Minutes for Project Leaders Meeting

Date:
22nd April 2005

Time:
20:00

Location:
Steves

Present
Steve Allen (SA)

Tina Witney (TW)

Melanie Jones(MJ)

Appologies
Graham Henshaw (GH)

Action

1) Acceptance of outlined of project

The outline of the project was understood but we where not sure who was organising and paying for the walls to be erected on the project site before we go to Nyeri in 2006. We thought both these actions where with Ivey Elsey but this needed confirming. Steve to contact Ivey for confirmation.

SA/IE

2 Budgeting for Project work

In order to be able to better understand the cost of materials and enable the progression of buget there where some specific materials we needed costs for

- Large water conainers for collection of rain water. Both sizes
 - Corrugated metal sheets
 - Translucent metal sheets
 - Supply of wood for poles lathes
 - Solar Panel, battery and associated kit
- Steve to Contact Ivey for help with this Item

SA/IE

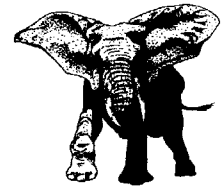
3) Organisation /Responsibility of wood supply for turning

It was envisaged that at the end of the project we would leave a supply of wood behind to enable the continued use of the pole lathes. This however raised the question of how it would be organised.

SA/IE

- 1) A supply of wood left for use by the pole lathe users. It would be the responsibility of the user to buy their own wood with the profits from their sales.
- 2) The supply of wood to be given to the Scouts in Nyeri. This could then be sold to the pole lathe users at cost price, ensuring that there is always a supply of wood available for the pole lathes. The users could be given the facility whereby in order for them to establish themselves they are allowed a period of time before they have to pay for the materials used.
- 3) A combination of both, whereby a quantity of wood is supplied which can be used FOC, once this supply is used up then will have to pay cost price.

Whilst this item is a long way off it could be helpful to know which way would be best to go with this. Steve to contact Ivey so that she may get the opinion of the Kenyan Scouts.



4) Organisation /Responsibility of wood supply for turning

Since the selection day 2 additional people have made it known that they wish to join the team. As one is not currently a member of the Scout Association, whilst the other is an active member and is known personally by one of the leadership team, it was thought that the remaining place should be offered to the person who is an active member of the association. Completed application form required.

GH

5)Reserves

It was not thought that a reserve list as such would be required. If after discussion individuals wished to be considered if there where any drop outs, then this could be done. Their attendance at any team building/skills workshop would again be at their discretion.

6)Time line for deposit, Payments, Team Building etc.

As previously agreed the payment dates where split into £100 deposit and 5 x £150 as follows

31st May 05	£100
31st July 05	£150
30th Sept 05	£150
30th Nov 05	£150
28th Feb 06	£150
31st May 06	£150

Team building dates

Summer 05	23-24 July
Christmas 05	18th Dec
Easter 06	8-9 April
PreDeparture	15th July

7)Fundraising

The following events where discussed

10th July 05	Donkey Derby Peacehaven
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All

As we need 10 people to cover this event confirmation of attendance required.

14th August 05	Sponsored extreme camping.
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TW/GH

An event whereby you get sponsored for camping in the most unusual/imaginative places. Also bucket fund raising could be possible. Photo evidence of where you camped would be required.

Tina is taking on the organisation of this event. She will have to complete risk assessments for those under 18. Graham will have to confirm that those over 18 are proficient campers.

29th August 05	Donkey Derby Seaford
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All

As we need 10 people to cover this event confirmation of attendance required.

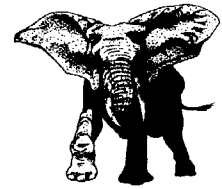
23rd Oct 05	Car Treasure Hunt
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MJ

Mel Jones volunteered to organise a car treasure hunt on this date. Not known at his point whether it will include food in price etc. Further organisation required.



Kenya 2006



Seaford St Leonards Church Hall

MJ

Mel to write to Hugh Atherstone to see if we can have use of Church Hall FOC for future fund raising events.

8)Newsletter

Newsletter to include the following

SA

All future dates of events

Project definition

Photos and write up on selection day.

Pole lathe team

Fund raising ideas.

Next Meeting : 9th June 20:00 at Steves

Meeting Closed @ 21:40