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## THE OFFICIAL BULLETIN OF LETCHWORTH AND BALDOCK DISTRICT SCOUT COUNCIL

The festive season is now coming upon us and I would like to wish everyone a Merry Christmas, Hope you all have great fun with Christmas Celebrations in your meetings during December.



Christmas came early to 1st Baldock Cubs when they went on Pack Holiday at Nortonbury recently - they made Christmas cards, crackers, snow-storms in bottles, moving santas and felt stockings (which during the night Santa filled with small toys and sweets!) The Cubs visited Santas Grotto and finished the weekend with Roast Turkey and all the trimmings, Great fun was had by all.

### GILWELL PARK

Gilwell Park was a great success. We saw Baden-Powells caravan which was given to him for his birthday by all the other Cubs. We also had a go at grass sledding and Akela said he would buy a grass sledge with the money left over from building the new hut! There was a swimming pool there which we were allowed to play in. We stood in Baden-Powells foot prints which was next to his caravan. There were also a lot of foreign scouts there because it was an international campsite and Akela wished he had brought his collection of sew on badges and woggles!

by Philip Pitt - 8th Letchworth Cubs.

### District Cub General Knowledge Quiz Friday 24th November

The quiz this year consisted of 12 rounds - 2 group and 10 individual. The subjects included Road signs, Jungle book characters, parts of a tent, safety in the home, football, flags, smells, and odd one out. Each team consisted of 3 boys (an 8,9 and 10 year old) from each pack. - 11 packs took part, It was a very enjoyable evening. Thankyou to 5th Letchworth who hosted the evening and Charlotte and Paul Fitzgerald from 11th Letchworth who set the questions.

The results are as follows;- 1st 1st Baldock (Templars) (63 points)  
2nd 2nd Baldock (62 points)  
3rd- 1st Baldock (Knights) (59 points)  
11th Letchworth (59 points)



## **TRUSTEES AND FINANCE**

The Charity Commission has issued a timely reminder concerning the duties of trustees in relation to finance. Responsibility for safeguarding a charity's funds is placed equally on all trustees. Although it may be permissible to delegate particular tasks to, for instance, a paid treasurer or book-keeper, trustees cannot pass on the responsibility for proper financial control.

As part of the control the Commission suggest the following simple rules should be followed:

- Instruments of payment, cheque books, for example should be kept in safe custody.
- Every effort should be made to minimise the frequency of cash payments as they represent an extra degree of risk.
- Bank accounts should have at least 2 signatories.
- Blank cheques should not be signed in advance by one of the signatories and handed over to the other signatory.
- Payments must be authorised and covered by adequate supporting documentation, for example, a receipt or invoice.
- Incoming post should be opened in the presence of two people.
- All incoming cheques and cash should be recorded immediately and entries verified by someone other than the person who has made the entry – this is particularly important as regards to cash. It is appreciated this may present difficulties where charities have neither premises nor staff. In these circumstances, trustees should try to ensure that all donations are sent to a central point and that a book is kept to record receipt of all mail with money enclosed.
- Rotation of post-opening should be considered where practical

Trustees should review their control arrangements on a regular basis and consult professional advisors where appropriate. The Commission can give trustees assistance and advice and will be publishing a guidance leaflet later this year on the subject of financial controls.

### ***Diary Dates***

#### **DECEMBER**

- 6 – Warrants Committee
- 6 – District Jamboree 1996 Meeting – Nortonbury
- 14 – District Executive Meeting

#### **JANUARY**

- 3 – Warrants Committee
- 3 – District Jamboree 1996 Meeting – Nortonbury
- 11 – District Executive Meeting
- 15 – District Cub Leaders Meeting – 32 The Rowans



# DISTRICT JAMBOREE 1996

## **SATURDAY 4th MAY - ACTIVITY DAY FOR BEAVERS/CUBS**

The older Beavers (7+ years) and the Cubs (5/9+ years) will be joining together on the Saturday of the Jamboree for an activity day at Norton School.

This activity day will be in the following format :-

The Beavers and Cubs will be placed into teams of about 6/8 – mixed ages in each team. Each team will then go around a series of activities collecting points as they go. Each activity will last a maximum of 5 minutes. The activities will range from physical games where they may have to do some catching/throwing/skipping/running etc. to thinking games where they will have to try and work out the answers methodically/quietly as a team. The activities will hopefully cover all aspects of the Beaver and Cub training programmes and give the Beavers a good insight into what Cubs do, so that when they are old enough to join the Cub section they are not 'afraid' of the unknown!

Each activity will require 1 or 2 adults to supervise – it is hoped that 2 teams will be able to partake in each activity at one time.

What we need now are ideas for the various activities. They only need to be very simple ideas – such as magnetic fishing – pin the flags onto the correct countries – beanbag relay – skipping etc.

Please put your thinking caps on and let either your ADC (Beavers) or ADC (Cubs) know or pass your ideas to your Group representative.

## **SUNDAY 5th MAY - ACTIVITY DAY FOR ALL**

The following activities have been arranged so far ;–

Police car, motorcyde and dog; Letchworth & Baldock Fire Service; ACE Magic Club from Stevenage; Bouncy Castle; Ball Pond; Stevenage 72 Fencing Club – this is an activity that all those over 10 will be able to have a go at

## **GROUP REPRESENTATIVES ARE AS FOLLOWS:–**

1st ASHWELL –  
1st BALDOCK – Andrea Soulsby  
2nd BALDOCK – Dave Hawkins

SERVICE TEAM – Michael Wright  
BEAVERS – Sue King  
CUBS – Chris Parr  
SCOUTS – Shaun Howard  
VENTURES – Sally Young

1st/3rd LETCHWORTH – Dave Upson  
4th LETCHWORTH – Nigel Spur  
5th LETCHWORTH – Sue Lovelock  
7th LETCHWORTH – David Strong  
8th LETCHWORTH – Graham Hopkins  
11th LETCHWORTH – Paul Fitzgerald  
12th LETCHWORTH – Jane Thorn

LETCHWORTH & BALDOCK DISTRICT SCOUTS

Introducing a person into your Group

SOMEONE NOT RECENTLY INVOLVED WITH GROUP OR SCOUTING AGREES TO BE AN HELPER

GSL

Appointments Committee Secretary

Invite person to complete the form headed

"Application Form for Adults"

Send Form to Appointments Committee Secretary

Seek responses from persons named as referees

Send off Form WE/94 to Scout Association Lancing

File all responses

If replies are satisfactory, inform GSL

Employ within Group

2a) AN EXISTING HELPER AGREES TO BECOME A WARRANTED LEADER

Invite person to complete Leader Warrant

Application form i.e. Form LS1/90

Send Form to Appointments Committee secretary

Arrange for person to attend

Appointments Committee

After Committee meeting, send Warrant

Application (Form LS1/90) to County

Pass Warrant upon arrival to DC/ADC

Once person is warranted, employ within Group

2B) SOMEONE NOT RECENTLY INVOLVED WITH GROUP OR SCOUTING AGREES TO BECOME A WARRANTED LEADER

Invite person to complete

BOTH "Application Form for Adults"

AND Leader Warrant Application form

i.e. Form LS1/90

Pass both completed forms to Appointments

Committee Secretary

Seek responses from persons named as referees

Send off Form WE/94 to Scout Association Lancing

File all responses

Arrange for person to attend

Appointments Committee

After Committee meeting, send Warrant

Application (Form LS1/90) to County

Pass Warrant upon arrival to DC/ADC

Once person is warranted, employ within Group

SHOULD YOU NEED GUIDANCE ON THE ABOVE, PLEASE SPEAK  
TO THE APPOINTMENTS COMMITTEE SECRETARY