



Dear John,

Please note that your Membership fees due for this year are noted below :-

Total number of Youth Members on census	74
Membership Rate 2026/27 :- £43.50 to UKHQ after £0.50 discount, £4 to Scouts Scotland, £4 to Region and £1 to District.	£52.50
Membership fees Payable by 31st March 2026	£3,885.00 ✓

Cheques should be made payable to 'Renfrewshire District Scout Council' and posted to :-

John McIntyre,
19 Highgrove Road,
Renfrew, PA4 8PY.

If you wish to pay directly to the District bank account, the details are :-

Account Name Renfrewshire District Scout Council
Account Number 06033376
Sort Code 80-91-27
Bank of Scotland, The Cross, Paisley, PA1 1DB.

Please note that if you require a receipt for the payment then you will have to supply a postal address with your payment that I can send it to although this letter should be sufficient as backup to any payment sent.

Could I also ask that you acknowledge receipt of this (emailed) letter so that I can identify any groups that I have incorrect contact details for, or more likely have mistyped the email address.

Thanks for your co-operation and I hope to hear from you soon,

John McIntyre

John McIntyre (District Treasurer) email: jkmac22@gmail.com

Ms Kirsty Munro
1st Elderslie Scout Group
8 Abbey Drive
Elderslie
Johnstone
PA5 9BP



Unity Insurance Services
Suite 8 The Quadrant
60 Marlborough Road
Lancing Business Park
Lancing • West Sussex • BN15
8UW

T: 0345 040 7702
E: hello@unityins.co.uk

unityins.co.uk

Client Ref: 55775464
Policy Ref: 152918970
Date: 25 July 2025

Receipt

			Amounts (£)
Commercial Combined Renewal	Q Underwriting Services Ltd	Premium	1,964.13
	Policy Number: 030853/06/25	Insurance Premium Tax	235.70
	Policy Term: 01 June 2025 - 31 May 2026	Insurer Fee	40.00
		Admin Fee	30.00
	TOTAL		£2,269.83

Payment of the above amount has been received with thanks.

RE: The Trustees for the time being of 1st Elderslie Scout Group - 4503622027 my ref - 10552870

From: Callum Cruickshank (callum.cruickshank1@aviva.com)

To: kirstyemunro@sky.com

Date: Wednesday, 2 April 2025 at 12:26 BST

Hi Kirsty

Thanks for confirming re the hall rentals.

I'm happy to issue an interim payment to cover 3 months of bookings = £1,110 (3 x £370).

This will cover the months Feb, March and April.

Once we have Abercorn's quote and likely timescales we can re visit and issue a further payment to cover April onwards.

Kind Regards

Callum Cruickshank Cert CII (Claims) BDMA Tech (Ins) | Commercial Property Consultant
UK Property & Speciality Claims
D: 07385 964473
E: callum.cruickshank1@aviva.com

Working hours:

Monday 8am - 6pm

Wednesday 8am - 6pm

Thursday 8am - 6pm

Friday 8am - 5pm



**With you today,
for a better
tomorrow**



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Aviva: Confidential

From: kirstyemunro@sky.com <kirstyemunro@sky.com>

Sent: 02 April 2025 11:14

To: Callum Cruickshank <callum.cruickshank1@aviva.com>

Subject: Re: The Trustees for the time being of 1st Elderslie Scout Group - 4503622027 my ref - 10552870

CAUTION: This email has reached Aviva from an external source. Do not click links or open attachments unless you can confirm the sender and know the content is safe.

Morning Callum,

Sorry for the delay in getting back to you, I had a double check of the amount we usually make in hall hires and its usually around £370 per month.

AA - £90

Arcuffit - £192

Football coaching - £48

Birthday parties/individual hires (on average 2 per month) - £48

Kind regards,

Kirsty Munro

On Monday 31 March 2025 at 16:33:48 BST, Callum Cruickshank <callum.cruickshank1@aviva.com> wrote:

Kirsty

On Monday 31 March 2025 at 13:58:03 BST, Callum Cruickshank <callum.cruickshank1@aviva.com> wrote:

Hi Kirsty

I hope you are well ?

I have cleared the address up with underwriting and all ok.
We are now able to offer an interim payment for the Abercorn make safe works.
The interim payment will be as follows - £6,171.40 - £500 policy excess = £5,671.40.
Please can you confirm the preferred bank details for payment ?

Once processed we await site of Abercorn's quote for the permanent roof repairs and internal works.

Kind Regards

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From: Callum Cruickshank

Sent: 28 March 2025 18:31

To: KIRSTY MUNRO <kirstymunro@sky.com>

Cc: sheila-davies@hotmail.co.uk

Subject: RE: The Trustees for the time being of 1st Elderslie Scout Group - 4503622027 my ref - 10552870

Hi Kirsty

I met with Fiona and Gregor from Abercorn this afternoon at the hall.

We went round the internals of the hall and agreed most of the works that are required with one or 2 elements which are still to be determined such as the electrics and the plasterboard walls.

Abercorn will arrange an EICR report from an electrician to determine the extent of electrical repairs required and will cut a small access hatch in the plasterboard walls to determine if there is wet wool insulation behind the walls that will need removed or if the walls can remain in place to dry out.

Abercorn agreed to quote for the full works including to the external (roof and guttering) and the internals.

Once received I will review the costs/quote with our in house surveyor.

I do however need to double check with Q Underwriting to make sure they are happy to correct the address as we have the Buildings insured under the below address on the policy -

Scout Hall Aviva Ref 10552870

From: kirstyemunro@sky.com (kirstyemunro@sky.com)
To: callum.cruickshank1@aviva.com
Cc: sheila-davies@hotmail.co.uk
Date: Wednesday, 8 October 2025 at 09:46 BST

Good Morning Callum,

It's been a while but I'm eventually getting round to sending the final invoice from Abercorn, please see attached. Unfortunately the works were delayed and we didn't get back into the Scout Hall until September, so we were wondering if there was the ability to claim for the hall hire income we lost in August as well?

I also had a question regarding outgoings that we have had to spend in order to keep the Scouts Sections running since February. As we had to hire halls ourselves, is this something that we could claim back? I have all the invoices if required.

Look forward to hearing from you.

Kind regards,
Kirsty Munro
Treasurer
1st Elderslie Scout Group

From: Callum Cruickshank <callum.cruickshank1@aviva.com>
Sent: Monday, July 21, 2025 7:22:53 AM
To: Sheila Davies <sheila-davies@hotmail.co.uk>
Subject: RE: Scout Hall aviva ref 10552870

Hi Sheila

I hope you are well ?

No need to apologise , I was on annual leave last week anyway.

Thanks for providing the attached invoices , please see breakdown of further payment -

£672 further investigation works invoice

£3,799.36 vat on invoice dated 20/06

£3,983.12 vat on invoice dated 11/07

£1,110 hall rentals May-July

= 9,564.48 ✓

I will issue the payment to the same bank account as the previous payments (account ending in 766). This should be with you in the next 48 hours or so.

I think that just about concludes the claim but if you are presented with any final invoices from Abercorn please send onto me for review.

Kind Regards

RE: Scout Hall Aviva Ref 10552870

From: Callum Cruickshank (callum.cruickshank1@aviva.com)

To: kirstyemunro@sky.com

Cc: sheila-davies@hotmail.co.uk

Date: Wednesday, 8 October 2025 at 11:24 BST

Hi Kirsty

Thanks for your email with the final invoice.

You may recall we agreed on a slightly reduced figure for the Abercorn costs at £54k[✓] ex vat vs the £55,831.18.

We have already issued the £54k ex vat and have issued vat on the 2 interim invoices presented to date from Abercorn -

1. £3,799.36 vat on invoice dated 20/06

2. £3,983.12 vat on invoice dated 11/07

Meaning to date we have issued £7,782.48 vat, the maximum amount of vat we can issue on £54k would be £10,800.

We can therefore issue a further £3,017.52[✓] vat towards the final invoice from Abercorn.

In relation to the hall rentals for August I would be happy to issue a further month at £370.

In response to your final query re additional hall costs, how much on average has this been costing per month to keep the scouts going?

Kind Regards

**Callum Cruickshank Cert CII (Claims) BDMA Tech (Ins) | Commercial Property Consultant
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