

1st TATTENHAMS SCOUT GROUP AGM

23rd September 2024 at Park Farm Banstead

1. Introduction and welcome	The Chair (Kevin Golding) called the meeting to order, welcomed all parties and introduced the top table (Acting Group Lead Volunteer Kelvin Freeman, Treasurer Tony Hallet and Secretary Annette Herselman). All parties in attendance were welcomed as members of the Group Scout Council, advised they have the right to vote or second any proposals.
2. Apologies and Attendance	<u>Apologies:</u> Liz Batten, Jan Jobson, Simon Payne <u>Attendance:</u> Colin Griffith (District Chairman), Mark Wingett (Deputy District Chairman) Frank Jones (___ Banstead) Clare Aldridge (SSL), James Brewerton (BSL, ASL) Matt Hooper (SL) Nikki Hooper (ASL) Will Golding (ASL) approximately 22 parents/carers
3. Governance topics	
a. Minutes of last AGM held 21 September 2023	The Chair advised that the Group Trustee Board had reviewed the minutes of the previous AGM held on 21st September 2023 and put forward that these minutes are taken as read. and ask the Group Scout Council to agree they're a true record of that meeting. This was seconded by Claire Aldridge and the Group Scout Council indicated acceptance by a show of hands.
b. Adopting of the model constitution from Policy, Organisation and Rules (POR)	In line with the recommendation from Scout Headquarters, the chair on behalf of the Group Trustee Board proposed that we adopt the model constitution from Chapter 5 of Policy, Organisation and Rules - a copy of this was available for review and inspection prior to this meeting, is on the main scouts.org.uk website, and is linked to on the 1st Tattenhams website. This was seconded by Mark Wingett and the Group Scout Council indicated acceptance by a show of hands.
c. Note the Group's financial year	The chair informed the Group Scout Council members that our charity's financial year is 1st April to 31st March.

d. Approve appointed and community members of the Group Scout Council	The chair informed the Group Scout Council that it can admit other people to membership, and we would like to nominate Des Williamson of St Mark's church, to the Group Scout Council as a community member.
e. Agree the number of members that may be appointed to the Trustee Board	Following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5, and no more than 12, Trustees in total. This includes ex officio and co-opted Trustees. The chair informed the Group Scout Council that it must agree on the number of people to be appointed to the Trustee Board. The outgoing Trustee Board recommends that ELEVEN people are appointed. He proposed that the Group Scout Council approves that recommendation. This was seconded by Matt Hooper and the Group Scout Council indicated acceptance by a show of hands.
f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)	The chair informed the Group Scout Council that it must agree to its quorum – the minimum number of Group Scout Council members that must be present at Group Scout Council meetings. The outgoing Trustee Board recommends the quorum should be set at SIX people. He proposed that the Group Scout Council approves that recommendation. This was seconded by Dan King and the Group Scout Council indicated acceptance by a show of hands.
4. Review of the previous year (April 2023 - March 2024)	
a. The Group Lead Volunteer's review of Scouts in the 1st Tattenhams Scout Group	Acting GLV Kelvin Freeman, presented his overview of the year, and invited section leaders Clare Aldridge (SSL), James Brewerton (BSL, ASL) and Matt Hooper (SL) to present their reviews of the year. as well as highlights of the current year and future activities planned.
b. Receive and consider the Annual Report of the Group Trustee Board including the annual Statement of Accounts	The chair informed the Group Scout Council that the Group Trustee Board has approved the Annual Report and Statement of Accounts, and has received the report on the accounts from the Independent Examiner, Roger Byatt. Tony Hallet, Group Treasurer, explained the Statement of Accounts, highlighting that a reserve of £4000 has been agreed by the trust, and this is currently in place. He also explained that fees have been fixed for the last 40 years as a result of fundraising and hire of the premises, and that it is hoped this would continue. He discussed the feasibility of maintaining the group minibus was to be reviewed as this was becoming difficult due to its age. The chair and trustee invited questions from the floor, and offered further explanation following the meeting.
5. Making appointments	

a. Appoint the Group Chair	The chair stood down and handed over to the Acting GLV, Kelvin Freeman, who explained the open selection process agreed by the Trustee Board. He explained that this would be in line with identified skills and needs. The Acting GLV nominated Kevin Golding as the Chair of the Trustee Board for the forthcoming year. The Group Scout Council indicated acceptance by a show of hands. The meeting was handed back to the chair, Kevin Golding.
b. Appoint the Group Treasurer	The chair recommended to the Group Scout Council that Anthony Hallet should be appointed as Group Treasurer. The Group Scout Council indicated acceptance by a show of hands. It was explained that Tony will be stepping down in March 2025, and the Trustee Board will look to co-opt a Trustee as Treasurer for next year. As this was the last AGM Tony will attend as Trustee, the chair thanked Tony for his incredible 40 years of service to the group from when he joined in the early 80's, during which he has help in so many ways, from building the huts, to maintaining the grounds and the usage of the headquarters, overseeing the members' subscriptions and our finances by securing numerous grants - he has been a solid pillar for the group, who will, without doubt, be missed!
c. Appoint members of the Group Trustee Board	The Acting GLV explained the rationale for the nomination of trustees as based on their skills, and willingness to help, the recommendation to the Group Scout Council is that Claire Aldridge, James Brewerton, Annette Herselman, Matt Hooper, Ben Jackson, Jane Chater, Edward Fisk and Warren O'Driscoll should be appointed as members of the Group Trustee Board. The meeting indicated acceptance by a show of hands. The chair thanked the Trustees for their work during the year and, in particular, those members who are standing down, Kate Hooper, Danny Burchett & Emma Morley.
d. Appoint the Independent Examiner	The Treasurer proposed Miles Oreo as Independent Examiner, seconded by Chair and the meeting indicated acceptance by show of hands.
6. Awards and celebrations	The District Lead Volunteer Kelvin Freeman presented Chief Scout Bronze awards to Beavers and presented Chief Scout Gold Awards to Scouts
7. Close	The Chair thanked all for their attendance and formally announced the close of the meeting.