1st Sunningdale Scouts

Annual General Meeting 27th September 2023

Minutes

Attendees:

Micky King; Emma Read, Gaynor Virr, Chan Patel, Hilary Crofton, Sarah Targett, Andrea Williamson, Johnnie Shannon, Geoff Streeter

**Introduction and welcome**

* *MK summarised objectives for the meeting and outline of the agenda*
* *Discussed structure of the committee and changes over the past year*

**Apologies for absence**

* *James Wood; Dave Brittain; Jo Hermon; Dan Lynch; Grant Wyatt.*

**To approve the minutes of the Annual General Meeting held on 04 07 2023.**

* *Proposed by MK; seconded by HC.*

**Governance topics**

1. Adopt the model constitution from Policy, Organisation and Rules
* *Proposed by MK; seconded by HC.*
1. Note the Group’s financial year. *Noted.*
2. Agree the number of members that may be elected to the Trustee Board
* *Trustees are responsible for the legal insurance and that side of leading the Scout Group. Indemnified by Unity Insurance but needs to be a small group responsible. Trustee Board does this. Support Group are those who are fund-raising; managerial and operational roles. Broader meetings will have the wider group to get broad opinions and outgoing Trustee Board agreed that there be 4 Trustees. Reflected in Charity Submission.*
* *MK proposed and JS seconded.*
* *Question around why it was not an odd number for split decisions. It was discussed that any ties would be re-reviewed to achieve a majority.*
1. Agree the quorum for each of the 1st Sunningdale Scout Group (including this AGM), meetings of the Group Trustee Board, meetings of any sub-committees
* *Discussed that quorum number currently at 15. Historically over past year have had less than 8 attendees for each regular meeting.*
* *MK; HC seconded agreeing to Scouting’s proposal for quorum for Trustee meetings.*
* *AW proposed 8 for quorum for meetings; ST seconded and all approved.*
* *All the documentation and minutes and Statement of Accounts plus scrutineer's review - all on website. Recommendation from Scouting to adopt the PoR.*

**Review of the previous year**

The Group Scout Leader’s review of Scouting in 1st Sunningdale Scouts

* *Good year; Army Weekend in Pirbirght, Squirrel’s meeting, Various camps, all sections are full, waiting lists are healthy.*
* *Volunteers: could use one more for Explorers and always need more for regular meetings*

To receive and consider the Annual Report of the Group Trustee Board including the annual Statement of the Accounts

* *Trustee and Board have approved these; Scrutineer’s report on the website.*
* *Cash balance grew to 76k this year supported by Fundraising for New Hut. Now increased to 95k.*
* *Profit this year 18k driven by Bike sales, Quiz night and other associated donations*
* *End of Feb ‘23 the New Hut Fund was 60k and this was 42k at the same time last year*
* *Continuing to ensure that events are matched with income by attendees*
* *Also looking at minibus efficiency and keeping in working order*
* *Maintenance of a 12k Contingency Fund to allow the unit to run for a full year in an emergency; suggestion that with inflation could make it higher. Discussed how committee has looked to reduce costs on utilities etc.*
* *Minibus rental was discussed. Minibus will not be able to pull the trailer as it is not able to. We are insured to rent it out to other Charities. Minibus does not need a special driving license to be able to drive it.*
* *Thanks to the treasurer for all their work on accounts this year.*

**Making appointments**

To note any other supporters who may be admitted to membership of the 1st Sunningdale Scout Group, including former Scouts and parents, by the Group Scout Leader, the Group Trustee Board or the 1st Sunningdale Scout Group.

*Gaynor Veer; Jo Hermon; Dave Brittain (Quartermaster); Clare Warren (joiners coordinator); Jo Romaine (Fundraising coordinator); Dan Lynch (IT Support); Leaders who have additional responsibility: Emma Simpson-Goodall (Health, Safety and Environmental support); David Hyman (Treasurer Support). Nominated as part of 1st Sunningdale Scout Group. Unanimously approved.*

1. To approve the Group Scout Leader’s nomination of the Group Chair

*HC nominated MK to be chair and unanimously approved by all present*

1. Election of the Group Secretary

*HC nominated AW and unanimously approved by all present*

1. Election of the Group Treasurer

*ER previously nominated and unanimously approved.*

1. Elections of members to the Group Trustee Board

*As both JW and HC can be part of Trustee Board. JW already part as first GSL*

*ST nominated HC and unanimously approved as second GSL.*

*Victoria Doherty, Grant Wyatt both stepped down. Noting our deepest thanks to Grant as a Leader and then Treasurer and IT Guru for the Group and we are hugely grateful for all his contributions.*

1. To approve the Group Scout Leader’s nominations to the Group Trustee Board

*Approved by the committee unanimously*

1. To appoint the Scrutineer

*Proposed by treasurer that Alan Everitt would continue to do this and unanimously agreed.*

**Close**