

1st Southgate Scout Council
Annual General Meeting

Outline / Script for the 2025 AGM on 23rd April.

Chris H thanked everyone for attending and briefly ran through how the meeting would run. She introduced Squirrels, Beavers, Cubs and Scouts who were providing entertainment before the business part of the evening.

Squirrels performed their 'sign in' song.

Beavers performed 'BEAVERS' ending with 'S for Southgate'.

Cubs told us what they had enjoyed doing over the last year to earn badges including camping, escape rooms and a visit to the ambulance station.

Scouts asked the audience to choose between 'would you rather' suggestions – the Scouting Edition - such as 'would you rather sleep under the stars or sleep in a tent full of ants!

Ron Woolard told us about our current fundraising projects – Ron's Rags textile collection, household ink cartridges collection and Easy fundraising when shopping online.

1. Introduction and welcome

Chair Sam Mason welcomed members of the Group Scout Council and guests.

2. Apologies for absence

Chair: We've received apologies from 1 person for their absence today, and their names will be included in the minutes of this meeting - Chris Prior.

3. Governance topics

Chair: We'll use this part of the meeting to make sure the charity's foundations are in good order

3a. Approve the minutes of the Annual General Meeting held on 15th May 2024

Chair: The Group Trustee Board has reviewed the minutes of the previous AGM at its meeting held on 18th July 2024. This was available on-line in advance and a

few copies are circulating this evening. I 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.

Secunder please...Peter White... Please show your hands to approve - Approved.

3b. Adopt the model constitution from Policy, Organisation and Rules (POR)

Chair: In line with the recommendation from Scout Headquarters, the Group Trustee Board proposes that we adopt the model constitution from Chapter 5 of Policy, Organisation and Rules. A copy of this was available on-line for review and inspection prior to this meeting, and copies are also available this evening.

Secunder please ...Ron Woolard... Please show your hands to approve - Approved.

3c. Note the Group's financial year

Chair: Can the Group Scout Council members please note our charity's financial year is **1st March to 28/9th February**.

3d. Agree the number of members that may be appointed to the Trustee Board

Chair: Following good practice recommendations from the Charity Governance Code, POR states that 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 Group Scout Council must agree the number of people to be appointed to the Trustee Board. The outgoing Trustee Board recommends that **12** people are appointed. I propose the Group Scout Council approves that recommendation.

Secunder please - Karen Trethewey... Please show your hands to approve - Approved.

3e. Agree the quorum for future meetings of the Group Scout Council

Chair: The Group Scout Council must agree its quorum - the minimum number of Group Scout Council members that must be present at Group Scout Council meetings. The Trustee Board recommends the quorum should be set at **20** people for future meetings. Does the Group Scout Council approve that recommendation?

Secunder please ...Ron Woolard.. Please show your hands to approve - Approved.

4. Review of the previous year

Chair: We'll now use this part of the meeting to reflect on the activities of the past year.

4a. The Group Lead Volunteer's review of Scouts in the 1st Southgate Scout Group.

Chair; explained that the booklet available around the room contains the annual report and has highlights of the year from Group Lead Volunteer and the Section

teams. Please make sure you have seen a copy and please feel free to raise any of the issues mentioned in the review.

Chair asked the Group Lead Volunteer to present their Annual Review.

Group Lead Volunteer Chris Hobbs gave her review.

Chair thanked Chris for their review.

4b. Receive and consider the Annual Report of the Group Trustee Board including the annual Statement of Accounts

Chair noted the Group Trustee Board has approved the Annual Report and Statement of Accounts, and has received the report on the accounts from the Scrutineer

Chair asked the Group Treasurer to give their explanation of the Statement of Accounts.

Treasurer Simon Maddocks explained the Statement of Accounts.

Chair invited questions from the floor regarding the Trustee Annual Report, and the Annual Accounts.

Peter White asked why the explorer section SRF appeared in some parts of the accounts but not others. **Simon** explained that SRF are part of District and appear on their accounts, but they give cash to 1st Southgate for use of the premises and equipment.

Chair thanked the Treasurer; Simon Maddocks

Please note: No vote is required, the Group Scout Council only 'receives and considers' the report.

5. Making appointments

Chair: We'll use this part of the meeting to organise the setup of the charity until the next AGM. We'll appoint a Trustee Board to oversee good governance for the charity over the next year.

5a. Appoint the Group Chair,

Chair handed the chairmanship of this meeting over to the Group Lead Volunteer.

Group Lead Volunteer explained that Sam Mason is still chair but wishes to step down as he lives and works some distance away. However, as we do not have a nominee for Chair that recruitment is a work in progress and once identified a Chair will be co-opted by the Trustee Board during the year. In the meantime, meetings of the Trustee Board will be chaired by different members of the Trustee Board.

Please show your hands as approval – Approved.

Group Lead Volunteer handed the chair of this meeting back to Group Chair for this evening.

5b. Appoint the Group Treasurer, recommended by the Group Trustee Board

Chair explained the recommendation to the Group Scout Council is that **Simon Maddocks** should be appointed as Group Treasurer.

Please show your hands as approval – Approved.

5c. Appoint members of the Group Trustee Board, recommended by the Group Trustee Board

Chair explained that the following Trustees have agreed to serve another term, so the recommendation to the Group Scout Council is that Sharon Ottley, Phoebe Woolard, Kerry Waudby, Samuel Mason, Christopher Prior, Sara Woolard and Karen Trethewey should be appointed as members of the Group Trustee Board. Please show your hands as approval – Approved.

Christine Hobbs as Lead Volunteer is ex-officio Trustee and Simon Maddocks as Treasurer is also a Trustee.

As this is below the number of Trustees recommended, we will explore options for co-opting additional members during the year. Please talk to a leader after the meeting if you are interested.

Chair thanked the Trustees for their work during the year.

5d. Appoint the Accounts Scrutineer

Treasurer proposed Jeff Holmes ACCA

Chair confirmed that Jeff Holmes has been proposed, seconded and is qualified for the role, and asked for a show of hands to approve the nomination – Approved.

Group Lead Volunteer introduced Ollie Gidman – District Lead Volunteer.

Ollie thanked Chris H and all 1st Southgate volunteers for the role and work they do. He also thanked Phoebe Woolard for running SRF of which 2 members are young leaders. He presented some awards,

Young Leader award to Em Wilcox,
Long service award to Sara Woolard for 15 years,
Long Service award to Jane Hillman for 25 years,
Squirrels training award to Tracy Gidman.

Chris H gave a heartfelt thankyou to Jane Hillman who Ollie presented with a Chief Scouts Commendation.

Ollie thanked the young people, parents and leaders and said we always need and welcome more volunteers.

Chris H talked about the parent rota which is priceless help when offered.

6. Closing remarks

Chair closed the AGM at 7-15pm, thanking everyone for attending and said that a raffle and refreshments would follow.