

1st CHALKWELL BAY - GROUP SCOUT COUNCIL

Annual General Meeting

Monday 17th July 2023, 7.15pm

Belchamps Scout Centre

AGENDA

1. Introduction and welcome
2. Apologies for absence
3. To approve the minutes of the Annual General Meeting held on 28th November 2022
4. **Governance topics**
 - a. Adopt the model constitution from Policy, Organisation and Rules
 - b. Note the Group's financial year
 - c. Agree the number of members that may be elected to the Trustee Board
 - d. Agree the quorum for each of the Group Scout Council (including this AGM), meetings of the Group Trustee Board, meetings of any sub-committees
5. **Review of the previous year**
 - a. The Group Scout Leader's review of Scouting in 1st Chalkwell Bay Scout Group
 - b. To receive and consider the Annual Report of the Group Trustee Board including the annual Statement of the Accounts
6. **Making appointments**
 - a. To approve the Group Scout Leader's nomination of the Group Chair
 - b. Election of the Group Secretary
 - c. Election of the Group Treasurer
 - d. Elections of members to the Group Trustee Board
 - e. To approve the Group Scout Leader's nominations to the Group Trustee Board
 - f. To appoint the Scrutineer
7. News from Sponsoring Body - Kings Road United Reformed Church
8. News from Southend West District
9. Close

1st Chalkwell Bay - GROUP SCOUT COUNCIL – ANNUAL GENERAL MEETING

MINUTES

Meeting held at Belchamps Scout Activity Centre on Monday 17th July 2023, 7:15pm,

26 members present

1. Introduction & welcome

Chair: (GSL)

Opening remarks.

Welcome to Members of the Group Scout Council.

2. Apologies for absence

Apologies have been received from Spencer Dinnage and Fran Swallow.

3. To approve the Minutes of the Annual General Meeting held on 22 NOV 2022

Chair Proposed: The minutes have been previously reviewed by the Group Executive Committee at their first meeting after the previous AGM and so I propose that the minutes are taken as read and ask the Group Scout Council to agree that they are a true record of that meeting.

Seconded: Brendan Mulcahy. Approved

4. Governance topics

Chair Informed the Group Scout Council members present that this part of the meeting is a necessary part to make sure that the charity's foundations are in good order.

4a. To adopt the model constitution from Policy, Organisation and Rules

Chair Proposed:

In line with the recommendation from Scout Headquarters. I propose 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, and copies are also available on the website [Scouts.org.uk/POR](https://scouts.org.uk/POR).

Seconded: Kirsty Dinnage. Approved

4b. Note the Group's financial year

Chair:

Members of the Group Scout Council are asked to note that our charity's financial year is 1st April to 31st March.

4c. Agree the number of members that may be elected to the Trustee Board

Chair Proposed:

The Group Scout Council must agree at its AGM the number of people that can be elected to the Trustee Board. The recommendation from the outgoing Trustee Board is that 4 people can be elected. I propose that the Group Scout Council approves that recommendation.

Seconded: Lucy Lock. Approved

4d. Agree the quorum for each of the Group Scout Council (including this AGM), meetings of the Group Trustee Board, meetings of any sub-committees

Chair Proposed:

The Group Scout Council must agree at its AGM the quorum – the minimum number of Group Scout Council members that must be present at a meeting of the Group Scout Council. The recommendation from the outgoing Trustee Board is that the quorum should be set at 12 persons. The Group Scout Council is asked to approve that recommendation.

Seconded: Janet Barnard. Approved

Chair Proposed:

The Group Scout Council must agree at its AGM the quorum for Trustee Board meetings, and any sub-committee meetings. The Charity Commission statement of good practice is that the Trustee Board quorum should be set at one third of Trustee Board members plus one and that the sub-committee quorum should be set at one third of Trustee Board members plus one. The recommendation from the outgoing Trustee Board is that the quorum should be set the Charity Commission good practice statement. The Group Scout Council is asked to approve that recommendation.

Seconded: Ellie Layton. Approved

5. Review of the previous year

5a. Group Scout Leader's Review of Scouting in the Group

GSL outlined the various sectional and Group activities run during the year; and spoke briefly about the anticipated changes to the way Scouting operates that are coming during this year and next.

5b. To receive and consider the Annual Report of the Group Trustee Board including the annual Statement of Accounts

Chair: The accounts for 2022/2023 are still being scrutinised and will be presented for adoption later in the year. The Trustees' Report draft accounts have been published on the Group web site. Please have a look and ask any questions.

Thanks to Treasurer (Fran Swallow)

5. Making appointments

Chair notes to the Group Scout Council members present that this part of the meeting sets the charity up to be well-led during the period until the next AGM. Particularly, the Group Scout Council appoints a Trustee Board to ensure good governance for the charity over the next year.

6a. Block Vote.

The current Trustees (elected 22nd November 2022) are all prepared to serve a little longer, pending The Scouts changing the Trustee Role later in the year.

I suggest that, if you agree, we vote for all the existing Trustees to continue for a further year.

Proposed: Tracy Clements-Hills. Seconded: Guy Lidbury. Approved

Trustees: Spencer Dinnage (Chair); Fran Swallow (Treasurer); Louise Hebden (Secretary); Nicola Halloran (Elected); Kirsty Dinnage (Nominated).

Chair thanked the Trustees for their work during the year.

6f. To appoint the Scrutineer

Chair Proposed: that Mr Guy Lidbury be confirmed as Scrutineer for 2023/2024.

Seconded: Katy Jackson.

Chair - Guy has been proposed and seconded and is qualified for the role. May I have a show of hands to approve Guy's nomination. **Approved**

6. News from Kings Road URC - no representative present.

7. News from Southend West District - no representative present.

8. Closing Remarks