

## **2<sup>nd</sup> Upminster (St Laurence) Scout Group**

### **Minutes of Annual General Meeting held on 30<sup>th</sup> June 2023**

#### **1. Welcome by the Group Chair**

Mike Roome welcomed everyone to the 2023 AGM and introduced himself, David Rogers and Julia Rogers. He thanked all the leaders and helpers who were currently looking after about 120 children in the Group, currently the second largest in the District. A special thank you went to Bex Cox, Leader of the new Squirrels Drey and Dave Thurston who was helping with the new website.

#### **2. Apologies for absence**

District Commissioner and District Chair.

#### **3. Minutes of the previous AGM**

Copies of the previous AGM minutes had been circulated prior to the meeting. Approval of the minutes was proposed by Olly Clark and seconded by Lee Owen and they were approved by the meeting as a true and accurate record. They were signed by Mike Roome.

#### **4. Matters arising**

None

#### **5. Adopt a constitution**

MR explained that the rules of the Scout Association now require all Scout Groups to have a constitution agreed by the Scout Council. A constitution had been drawn up using a template from the Scout Association (Section 5.4 of Policy, Organisation & Rules) and had been circulated prior to the meeting. The constitution was proposed by Louise Horsley and Nicola Newton and adopted by the meeting.

#### **6. Note the dates of the Group's financial year**

The Group's financial year ended on 31<sup>st</sup> March each year.

#### **7. Agree the number of members that may be elected to the Trustee Board**

The Trustee Board recommended 6 members which is the maximum permitted by the constitution. This decision was proposed by Lee Owen and Bex Cox and agreed by the meeting.

**8. Agree the Quorum for the Scout Council, Trustee Board and any sub-committee meetings**

The Trustee Board recommended 20 for the Scout Council and 6 for Trustee Board meetings. The Group did not have any sub-committees, so the Trustee Board would have the power to set the quorum. This decision was proposed by Bex Cox and Louise Horsley and agreed by the meeting.

**9. Receive and consider the Trustees' annual report and the annual statement of accounts**

Copies of the accounts for the year ending March 2023 had been approved at the Trustee Board meeting on 26 June 2023 and circulated prior to the AGM.

David Rogers explained that the accounts were very simple – receipts and payments accounts, not profit and loss. Income was just over £24,500 and £22,800 had been paid out. The £11,000 cash balance in the bank had increased to £11,800.

**10. Make appointments to the Trustee Board**

- a. Approval of Group Scout Leader's nomination for Group Chair** – As there was no Group Scout Leader at present, David Rogers (who was sharing the role of acting GSL with Mike Roome) nominated Mike Roome to continue as Group Chair. This appointment was proposed by Louise Horsley and seconded by James Jaques and unanimously approved.
- b. Election of Group Treasurer** – Mike Roome indicated that David Rogers had agreed to continue in the role. This appointment was proposed by Bex Cox and seconded by Olly Clark and unanimously approved.
- c. Election of Group Secretary** – Mike Roome indicated that Julia Rogers had agreed to continue in the role. This appointment was proposed by Lee Owen and seconded by Nicola Newton and unanimously approved.
- d. Confirmations by Section Leaders of their willingness to serve as charity trustees** – Mike Roome explained that the Section Leaders were trustees by default, providing they indicated their willingness to serve. Michelle Barkwith, Olly Clark and James Jaques had indicated their willingness to continue in this role. They would be joined by Bex Cox who had also agreed to become a trustee.
- e. Election of trustees to the Trustee Board** – Debbie Carter, Nicola Newton and Lee Owen were proposed to continue as members of the Trustee Board. These appointments were proposed by Louise Horsley and seconded by James Jaques and unanimously approved.
- f. Approval of Group Scout Leader's nominations of members to the Trustee Board** – there were no GSL nominations of members to the Trustee Board.

**11. Election of auditor, independent examiner or scrutineer**

Mr Davies was willing to continue as scrutineer. This appointment was proposed by Lee Owen and seconded by Bex Cox and unanimously approved.