

Batchworth Sea Scouts – Group Scout Council

Minutes of Annual General Meeting

Saturday 15th June 2024 8.00pm

Batchworth Sea Scouts HQ, Riverside Drive, Rickmansworth

1. Introduction and welcome

The meeting started at 8pm with Richard Patterson in the chair.

2. Attendance/Apologies for absence

Present – Julia Pich (District Lead Volunteer), Richard Patterson (Group Chairman), Michael Read (Group Lead Volunteer), Ben Taunt, Andre Roy, Lucy Putman (Group Secretary), Julie Parker (Treasurer) and approx. 10 Leaders, Parents and Friends. 18 in total were present.

Apologies – Louise Grant, Quent Webb, Helen Webb, Magda, Kelly Patterson

3. Governance Topics

- a. To approve the minutes of the Annual General Meeting held on 11th June 2023; there were no objections, the minutes were approved by the Trustee Board prior to meeting.
- b. To adopt the model constitution from Policy, Organisation and Rules (POR); there were no objections, the model was approved by the Trustee Board prior to meeting.
- c. It was agreed that the financial year to run from 1st January to 31st December.
- d. To approve appointed and community members of the Group Scout Council; anyone who has an interest in Batchworth and all are welcome to the AGM.
- e. To agree the number of members that may be appointed to the Trustee Board; we agreed 8 people.
- f. To agree the quorum for future meetings of the Group Scout Council (excluding this AGM); We agreed 15 people.

4. Review of the previous year

- a. MR gave his review of 2023. It was a good, interesting and challenging year. Our numbers of young people are slightly down 7% year on year. We have recruited new Leaders. Thanks to all who have helped this year, all of your help is essential to the group. Highlights of the year were a scuba diving trip to Malta and 1st place at the Royal Navy swimming gala. The Canal festival was very successful; had a great turnout and £14k was raised over the

weekend. There were also two jumble sales that were very successful; it is great to have committed volunteers to help us fundraise. HQ is showing its age and we need to spend money on it over the next few years. We have a strong Leadership team but some Sections are short on Leaders which means we have to constrain the number of young people in those sections. MR will focus on Leader volunteers this year, with the shift to Team volunteering. Thanks to everyone.

- b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts. JP gave a summary of the report. There is a £16k surplus in the Accounts this year and we have a healthy bank balance which will be used mainly to update HQ. Helen Gunn was the Independent examiner and all was in order, thanks to Helen. The Trustee Board to have a look the accounts in more detail and need to flesh out more policies and a risk register. Xero were mentioned as a potential system we could use to streamline the expenses process.

5. Making appointments

- a. Richard Patterson was appointed as the Group Chair, following recommendation from the open selection process initiated by the Group Trustee Board.
- b. Julie Parker was appointed the Treasurer, following recommendation from the open selection process initiated by the Group Trustee Board.
- c. Richard Patterson, Julie Parker, Lucy Putman, Michael Read, Quentin Wedd, Ben Taunt, Keith Wall and Adam Jory were all appointed as members of the Group Trustee Board, following recommendation from the open selection process initiated by the Group Trustee Board. The Ex-officio members are Chair and Treasurer.
- d. Not relevant to Batchworth.
- e. Helen Gunn was appointed as the Independent Examiner.

6. Closing Remarks

The Charities website needs to be updated with our new Constitution, as it currently refers to the old one when the group was first founded.

Thanks from RP to everyone who helps out. Julia also says thanks to all.

Richard Patterson closed the meeting by thanking everyone for attending at 8.35pm.