

Annual General Meeting Minutes

For the meeting held on 23rd April 2024, 6.30pm
at Garland Lodge, Blackwater Drive, Totton, SO40 2QJ

1. Welcome and introductions

Chair welcomed all trustees, leaders, parents, carers and young people to the meeting.

2. Apologies for absence

Apologies for absence received in advance were read out: Kerie Wallace.

3. Governance topics

- **Approval of the minutes from the previous AGM.**
Minutes from the AGM held on 6th July 2023 approved by show of hands.
- **Adoption of constitution (Scouts Model Constitution)**
Chair proposed the group continues to follow the Scouts model constitution, as found in Policy, Organisation and Rules, Chapter 5. Approved by show of hands.
- **Note of Group's financial year**
Chair noted the group's financial year remains 1st January to 31st December.
- **Approve membership of the Group Scout Council (AGM)**
Chair re-proposed that Scout Council be composed of all adult volunteers in the group, the Scout Patrol Leaders, Explorers with Cerberus, parents and carers of all Squirrels, Beavers, Cubs, Scouts and Explorers, the District Commissioner, District Chair and local representatives to the town, district or county councils. Approved by show of hands.
- **Approve membership of Group Trustee Board**
The outgoing Trustee Board recommended that no more than 15 people are appointed, with this number reduced in time for the next AGM. Approved by show of hands.
- **Agree quorum for Group Scout Council (AGM)**
The outgoing trustee board recommends an AGM quorum of 25. Approved by show of hands.

4. Making Appointments

- **Approval of recommendation for Group Chair**
Group Scout Leader thanked Hayley Simes for service as Chair the past year. In an open call for nominations for Chair of the Board of Trustees, Hayley nominated herself to continue. No other nominations were received ahead of the AGM, and the trustees propose Hayley Simes continue as Chair. Approval by show of hands.
- **Election of Group Secretary**
Chair thanked Mel Green for her service as Secretary to the group this past year. In an open call for nominations, held prior to and on the day of the AGM, Mel Green nominated herself again and no other candidates were received. Show of hands approved Mel Green as Secretary.
- **Election of Group Treasurer**
Chair thanked Steven Ball for his service as Group Treasurer this past year. In an open call for nominations, held prior to and on the day of the AGM, Steve Ball

nominated himself again and no other candidates were received. Show of hands approved Steven Ball as Treasurer.

- **Election of members to Trustee board**

Chair announced that Heather Ball had nominated to continue as a trustee and Grace Angove had nominated herself to sit on the trustee board. No other nominations were received from the floor. Approval was through a show of hands.

- **Appointment of independent examiner**

Treasurer proposed we continue to use Sian Winter, District Treasurer and Chartered Public Finance Accountant, as our independent examiner. This was approved by a show of hands.

5. Review of the previous year

- **Group Scout Leader's review of 5th Testwood Scouts**

Steven Osborn presented his review of the year, as laid out in the booklet available to attendees in paper form or online through the group's website. He acknowledged it had been another positive year for the group, with many milestones achieved and more yet to come in the following months and year.

- **Receive and consider the Trustees Annual Report and Statement of Accounts**

Steven Ball presented an overview of the Trustee's annual report and statement of accounts, available to attendees in paper form or online through the group's website. Chair invited questions from the floor – none received. Chair thanked Steven and Sian for their efforts.

- **Presentation of awards**

Group Scout Leader handed over to each section for any summaries they wanted to give, to any awards for young people they wanted to present, and to the District Commissioner to present any comments and adult awards.

6. Close of meeting

Meeting closed. Members of the group marked the end through renewing their promise, as the AGM fell on St. George's Day and is a moment when Scouts traditionally do so.