

# 4th Epping Forest South (Bancroft's School) Sea Scout Group



Charity Registration Number 1037676

## Minutes of Annual General Meeting held on Wednesday 28th June 2023

This meeting took place in the Bancroft's Prep Hall.

The meeting began with John Hasselgren announcing apologies for the absence of Joe Layburn, the head of the prep school, and Steve Fothergill, the district Chairman. He also acknowledged the tragic passing of Mary Ireland and Grace O'Malley that have impacted the community.

**Apologies for Absence** as above, but also Jacinta Balchin.

**Minutes of the previous AGM** held on Saturday 11th June 2022 were accepted as a true record with no objections raised.

**Matters arising from the minutes.** There were no matters arising from the minutes. John noted that Matthew had been on off for some weeks due to an important medical procedure but was expected to return to full capacity soon.

**Chairman's Report.** In his Chairman's report, John noted the thriving state of the Scout group. He emphasised the group's success was due to the dedication of the leaders, assistant leaders, adult helpers, and young leaders. He then presented a constitution for agreement, which outlined the group's aim and functioning, as well as the roles and responsibilities of the Board of Trustees which was in line with and referenced the changes made to the recently revised scouting Policy, Organisation and Rules. The proposed constitution was accepted unanimously.

**Treasurer's Report.** Paul Still presented his report next, covering the financial year ending on the 31st of March. The total income was £38,609.27 and total expenditure was £41,923.74. Therefore, the accounts recorded a deficit (£3,323.47) for the first time in his tenure and Paul explained this was the result of an agreed decision by the Board of Trustees to facilitate significant purchases using excess reserves, specifically new tents and a defibrillator. He reported that the group's financial standing remains healthy and discussed ongoing efforts to change the bank account to offer electronic services supporting dual authorisations. Paul also mentioned he had opened a 1 year fixed-rate account which should benefit the accounts by £627 next May.

**Section Reports.** The meeting progressed to section reports, beginning with the Group Scout Leader, Stephen Young.

**Group Scout Leader:** He shared his thoughts on the organisation, praised the team's efforts, and the progress made, confirming that he's happy to continue as the GSL. He then detailed his role as ensuring a full and robust program, noting an uptick in the number of young people joining the group. Young also highlighted his upcoming ten-year service milestone with the Scouts. Commending the leadership abilities of the group, he recalled previous Scouts who had gone on to become leaders. He also reported that the RN Sea Scout scheme had finally resumed its camps after a four-year gap and that we had attended the first of these camps. Stephen also reported the ongoing deficit in Cub leaders with the need for at least one more leader.

**Cub Scout Leader:** In her report, Beryl shed light on a successful year with numerous club activities and a growing waiting list for the car park. Highlights of the year included a sleepover at the Science Museum and the Gilwell Fun Day, both experiences highly cherished by the Scouts. Beryl also unveiled plans for a trip to the RAF Museum in London. The successful achievement of the Chief Scout Silver Award by many Scouts, along with numerous other badges to be handed out, was acknowledged with pride. Gratitude was extended to the Scouts, young leaders, and colleagues for their invaluable support throughout the year. Looking ahead, Beryl expressed a desire to involve more parents in the upcoming term.

**Scout Leader:** The Scout Leader, Matthew, spoke about an increase in scouts but with demand still exceeding capacity. He reported on the increased number of overnight activities offered this year and the plans to use a new campsite this summer. His detailed account of the year's activities included six overnight activities and a range of water-based activities, as well as a hint of friendly competition and collaboration with the 36th Scout group. Future plans revealed a thematic approach to camps, based on location, with specific activities such as surfing, and gorge walking earmarked for this year's camp in Brecon Beacons. Both Stephen and Matthew mentioned the new partnership with a new District Explorer Sea Scout Unit. The report concluded with mention of an upcoming summer leadership day, intended to facilitate gold award achievement for Scouts in the final stages.

**Election of Committee.** Following the section reports, John resigned from his position as chairman. Stephen nominated John to the position again, and John was reappointed. The discussion then moved to the election of trustees. John proposed the ex-officio members who duly accepted the position, John then proposed candidates to the positions of treasurer and secretary. Paul Still was elected as the treasurer, and Jonathan Williams was nominated and accepted as the secretary.

After the various appointments and elections, several matters were deliberated. The team decided on the number of members to be elected to the trustee board, settling on six. The establishment of a quorum for each meeting was also discussed, with the Scout Council meeting recommending a quorum of 10, which was negotiated down to six. A 50% quorum was agreed upon for the trustee board, while a quorum of three was deemed sufficient for any subcommittees. The group confirmed the dates of the charity's financial year, which would end on 31st March each year, rejecting a suggestion to align the financial year with the academic year.

**Any Other Business.** In the last section of the meeting, Matthew brought up the potential overspend on the cub camp, suggesting that the group formally approve this in advance. The group agreed to set aside £500 for potential overspending.

The final part of the meeting was an awards presentation by Colin Wreyford. He gave Scouts commendations for good service awards to Mel and Matthew in recognition of their exceptional service and volunteering for a minimum of five years.

Jonathan Williams,  
Secretary.

01/07/2023