



## **3<sup>rd</sup> Chalkwell Bay Sea Scout Group**

### **The Annual General Meeting of the Group Scout Council**

#### **AGENDA**

**Wednesday 10 January 2024 at 20:30**

**1. Welcome and Introduction**

Opening words by the Group Chair.

**2. Apologies for Absence**

Receive apologies for absence.

**3. Approval of Minutes**

Approve the minutes of the last Annual General Meeting held on 21 September 2022.

**4. Undertake governance oversight**

**4.1. Adopt the constitution of the charity**

Including an overview of the changes to the structure of the Group and changes to the proposed new constitution in line with POR.

**4.2. Confirm the dates of charity's financial year remain unchanged**

1 April to 31 March

**4.3. Agree the number of members may be elected to the Trustee Board**

5 elected members

**4.4. Agree the quorum for each of the meetings of the:**

**4.4.1. Group Scout Council**

A quorum requires the presence of:

- Group Chair, Group Secretary or Group Treasurer
- Group Scout Leader or Deputy Group Scout Leader
- Two additional Trustees
- Two Section Leaders
- Ten other members.

#### **4.4.2. Trustee Board**

A quorum requires the presence of:

- Group Chair, Group Secretary or Group Treasurer
- Group Scout Leader or Deputy Group Scout Leader
- Two other ex-officio members
- Three elected or nominated members.

#### **4.4.3. Sub-Committees**

A quorum will require 75% of any sub-committee's membership.

#### **4.4.4. Group Leadership Team**

A quorum for decisions made by this meeting that requires the presence of

- Group Scout Leader or Deputy Group Scout Leader
- Three Section Team or Programme Sub Team Leaders

### **5. Review the previous year**

Receive and consider the Trustees' Annual Report and the annual statement of accounts prepared by the Trustee Board.

### **6. Make appointments to the Trustee Board**

#### **6.1. Acknowledge ex-officio members of the Trustee Board.**

**6.1.1.** The **Group Scout Leader and Deputy Group Scout Leader** are members.

**6.1.2.** The **Section Team Leaders** are members if they declare their willingness to undertake the responsibilities of a Trustee.

#### **6.2. Approve the Group Scout Leader's nomination of the Chair of the Trustee Board.**

#### **6.3. Elect a Secretary to the Trustee Board**

#### **6.4. Elect a Treasurer to the Trustee Board**

#### **6.5. Elect Trustees to the Trustee Board**

#### **6.6. Approve the Group Scout Leader's nomination of members of the Trustee Board**

### **7. Appointment of Group Presidents**

#### **7.1. Approve the re-appointment of Group President**

#### **7.2. Approve the re-appointment of Vice Presidents**

**8. Appointment of Independent Examiner**

Cavendish Bond Limited - Chartered Accountants

**9. District Representative to address the meeting**

**10.Meeting Close**

Closing words from the Group Chair