



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

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

#### **MINUTES**

**Wednesday 20 November 2024 - 20:15hrs at The Den**

#### **1. Welcome and Introduction**

Opening words by the Group Chair. Tim welcomed everyone and opened the meeting.

#### **2. Meeting Attendees**

Tim Browne; Dan Parsons; Matt Ayling; Brenda Ayling; Marcus Dean; Karen Cruiks; Jon Whiteley; Louise Baxter; Colin Nial; David Nial; Peter Jacob; Tricia Smith; Val Faulkes; Pip Rowley; Jane Jones; Tom Kemp; Luke Harper; Paul Cottrell; Amy Cousins.

#### **3. Apologies for Absence**

Chantelle Hare; Martin Palmer; Aimee Pryor; Tiffany Palmer; Les Davis; Syd Halfacre; Ruth Ingrosso; Chantal Snarey; Chris Daly; Ed Kemp

#### **4. Approval of Minutes**

The minutes of the last Annual General Meeting held on 11 January 2024 were approved by all.

#### **5. Undertake Governance Oversight**

##### **5.1. Adopt the constitution of the charity**

The constitution is available and includes minor amendments as per POR. Minor amendments to the Trustee Board – DP raised that next year we need to look at how we advertise these roles and how long roles will be held for before review.  
Approved.

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

1 April to 31 March. Approved.

##### **5.3. Agree the number of members that may be appointed to the Trustee Board**

12 members as proposed by the Trustee Board and the maximum recommended by The Scout Association - these include the Group Lead Volunteer as an ex-officio member but allows the co-opting of Trustees where necessary. Approved.

#### **5.4. Agree the quorum for future meetings of the Group Scout Council**

A quorum requires the presence of:

- Group Lead Volunteer or the named Deputy
- Six additional Trustees\*
- Two additional Group Leadership Team members\*
- Six other members of the Scout Council.

\* These must include at least two Section Team Leaders

Quorum approved.

### **6. Review the Previous Year**

#### **6.1. Group Lead Volunteer's Review**

All received the Group Lead Volunteer's Annual Report. All confirmed that they had read and approved.

#### **6.2. Trustees' Annual Report and Annual Statement of Accounts**

All received the Trustees' Annual Report and the annual statement of accounts approved by the Trustee Board. All confirmed that they had received and read. Approved.

### **7. Appointments to the Trustee Board**

The Trustee Board have set out the following make-up of the future Trustee Board and recommend appointments of Trustees. The Group Leader Volunteer is an ex-officio member of the Trustee Board.

#### **7.1. Appoint the Chair of the Trustee Board**

DP clarified that he has previously been responsible for nominating the Chair, but moving forward this responsibility with shift to the Trustee Board as a whole.

Recommendation for Chair - Tim Browne – Approved.

#### **7.2. Appoint the Treasurer of the Trustee Board**

Recommendation for Treasurer - Brenda Ayling – Approved.

#### **7.3. Appoint other members of the Trustee Board**

7.3.1. Secretary of the Trustee Board – Amy Cousins – Approved.

7.3.2. Deputy Group Lead Volunteer – Matt Ayling – Approved.

7.3.3. Section Team Leaders/ 2 x GLT – Jon Whiteley & Ed Kemp – Approved.

7.3.4. 18-25 Member – Sydney Nash – Approved.

7.3.5. Parent Representatives x 2 – Louise Baxter and Jane Jones – Approved.

7.3.6. Guzzler Member – Paul Cottrell – Approved.

7.3.7. Community Member – Sally Osbourne – Approved.

## **8. Appointment of Group Presidents**

The Trustee Board recommend the appointment and re-appointments of Presidents and Vice Presidents. All current Vice Presidents are appointed for life.

All were consulted as to new Group President to take Les' role – a shortlist was created and a recommendation was made – Tricia Smith – All approved.

### **8.1.Appoint the new Group President**

Tricia Smith

### **8.2.Appoint new Vice Presidents**

Les will now become a Vice President, along with Val Faulkes who has been nominated and all approved.

DP thanked all those who have now left the Trustee team for all their hard work and contributions – Peter Jacob, Kevin Cruiks, Karen Cruiks, Ruth Ingrosso, Chantal Snarey and Jessica Hope-Dean.

## **9. District Representative to Address the Meeting**

No District Representatives were present.

## **10.Meeting Close**

Closing words were made by the Chair of the Trustee Board - He acknowledged all the efforts of the adult and younger group members/leaders for all the time that they dedicate to the group – he commended the amazing effort and contributions given by everyone involved and highlighted that the success of the group lies with all these volunteers.