**Minutes of 45th Cheltenham (Bethesda) Scout Group Annual General Meeting held on**

Sunday 29th September 2024

Venue: Bethesda Church Hall

**Present:** Chair Tom Harding, 5 Trustees, 7 leaders, 5 Visitors, 7 parents plus 6 young people.

**AGM OF THE GROUP SCOUT COUNCIL**

**Welcome:** Steve welcomed all to the event.

**Welcome:** Tom introduced himself (Chair) Grainne Carpenter, Liz Harding and Godfey Tarling District Lead Volunteer. Tom thanked Bethesda for the last-minute use of the hall due to inclement weather cancelled planned outdoor activity afternoon at Cowley.

**Apologies for absence:**  Noel Hopes Group President, Pat Hopes District Training Manager, Sarah Hick District Chair, David Cronk District Youth Lead, Rev. Rachel Leather Bethesda Church Minister, Chris Hyett**,** Elaine Griffin, Lyn Sansom, Adrian Cork, Keri McFarland, and John Harrison.

**Governance Topics**

Tom explained that the following steps are necessary to record that the charity’s foundations are in order.

**Approve the minutes of the Annual General Meeting held on 30th September 2023**

The Minutes of the 2023 AGM meeting were reviewed by the Trustees at their meeting held on 10th September.

Proposed by Tom Harding

Seconded by Kevin Jones

The Group Scout Council approved the minutes.

Tom duly signed these as a true record of the meeting.

**To adopt the model constitution from Chapter 5 of Policy, Organisation and Rules of Scout Association.**

Proposed by Tom Harding

Seconded by Will Jenkins

Passed unanimously.

**Members of the Group Scout Council were asked to note that our charity’s financial year is 1st April to 31st March.**

**To agree the number of members that may be appointed to the Trustee Board.**

Following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5 and no more than 12 Trustees in total. This includes ex officio and co-opted Trustees.

The outgoing Trustee Board recommends that 9 people are appointed.

Proposed by Tom Harding

Seconded by Jane Cane

Passed unanimously.

For information, the quorum has been set at 4.

**To agree the quorum for each of the Group Scout Council meetings excluding this AGM**

The recommendation from the outgoing Trustee Board is that the quorum should be set at 15 persons.

Tom proposed that the Group Scout Council approve this recommendation.

Seconded by Sam Coxson and approved by the Group Scout Council.

**Review of the previous year.**

Steve Reis, Group Lead Volunteer highlighted some points from his Annual Report relating many to activities covered in each section. The leadership teams have worked hard, however, parent rotas to help are still vital. The main issue is Scout section leadership with Megan and Harry unable to commit each week due to University studies. Leaders from our younger sections have offered to help when they can but we urgently require a Scout Leader. Steve also announced that he will be standing down at the end of 2024. He thanked the leaders for their dedicated time and support. Tom then thanked Steve.

**Receive and consider the Annual Report of the Group Trustee Board including the annual Statement of Accounts.**

The Group Trustee Board approved the Annual Report and Statement of Accounts and has received the report of the accounts from Scrutineer Lyn Sansom.

Grainne, Group Treasurer explained the increase of £5 per member announced by National Scout Headquarters for the coming year. For over 10 years the annual subscriptions for each member has remained at £90 (i.e. 3 x £30 collected term wise). The Trustees have agreed that to cover this increase the annual subscription must rise to £96 (3 x £32) from the Autumn 2024 term onwards.

Thanks were expressed to Grainne as Treasurer.

There were no questions raised regarding the Accounts or the Annual Report.

The Group Trustee Board has approved the Annual Report and Statement of Accounts and the Accounts at their meeting on 10th September.

**Appointments.**

**Appoint the Group Chair, following recommendations from the open selection process initiated by the Trustee board.**

Tom clarified that we covered the open selection process by advertising in Outlook (Bethesda Church Magazine), on the Bethesda Scout Group Website and circulating parents.

Steve then recommended to the Group Scout Council that Tom be appointed Group Chair for 2 years.

This was agreed unanimously.

**Appointment of Group Treasurer**

Recommendation process as for Chair proposed that Grainne be appointed as Treasurer for 1 year.

This was agreed unanimously.

**Appointment of members to the Group Trustee Board.**

Recommendations process as above. The following were appointed:

Liz Harding – 3 years

June Rhodes – 3 years

Keri McFarland – 2 years

Kevin Jones – 3 years

Jane Cane - 3 years

All appointments agreed unanimously.

Tom thanked the Trustees for their work during the year.

Regarding Steve Reis, he will be co-opted from 01.01.25 and the new Group Lead Volunteer will be an ex-officio member of the board for the length of his/her term.

**To re-appoint Group President – Noel Hopes.** Agreed unanimously with show of hands as approval.

**Confirm the appointment of the Scrutineer.**

The Treasurer proposed Lyn Sansom.

Lyn’s appointment was unanimously agreed by the Group Scout Council for the financial year 2024/25.

Tom thanked both Lyn and Grainne for efficiently closing the 2023/24 accounts in a timely manner.

Tom closed the AGM. With thanks for everyone attending.

**Presentations**

Godfrey Tarling – DLV mentioned Steve’s time as Group Scout Leader: presented Steve Reis with the Award of Merit.

He also presented Tufty Perks with another Wood Badge and long service certificate.

Sam Coxson also received his Wood Badge,

**Signed Chair: Date:**