

## Annual General Meeting – Saturday 1<sup>st</sup> July 2023

**Location:** Lyons Copse Scout Camp site  
**Start time:** 17:00  
**End time:** 17:30

### Agenda

1. **Welcome to all and thank you's** – The meeting took place during the Group's annual family camp; the Chair welcomed the District Commissioner (JS) and District Chair (IR) and the 65 other attendees and thanked Angela and Wendy for organising the camp.
2. **Apologies of Absences** - Secretary had received apologies from the two district councillors, Cllr Brown and Cllr Walsh
3. **Acceptance of AGM minutes from 2022** - Accepted.
4. **Group Chair Report** – This year marks the 65<sup>th</sup> anniversary of the Group and has been another fantastic year. Kevin thanked the Executive committee for their support throughout his first year as chair. (Full report attached)
5. **Group Scout Leaders Report** – Tracy thanked all the leaders, volunteers and Board of Trustees for all their hard work which provides the 108 young people in 3 Beaver Colonies, 2 Cub Packs and 1 Scout troop with an exciting, varied programme. 516 badges awarded. Difficult year with recruitment but looking positive, and new Squirrels section to be started within the next year (Full report attached)
6. **Group Treasurer's Report** - Pam thanked the section treasurers for their work and confirmed the accounts have been finalised for the year. (Full report attached)

Dinosaur Derby was back and a great success, generating £5773 for the Group.

Money: start of year - £41,484.98, end of year £48,871.93 (£30,691.75 of which is for the new building)

Income £ £47,252.99 Payments: £39,868.04 Surplus £7,386.75

7. **Group Chair Dissolved Committee**

**8. Election of Chairman for Executive Committee 2023-2024**

Group Scout Leader Nomination of Chair – Kevin Monk (Tracy 1<sup>st</sup> Pam Allsop-Smith 2<sup>nd</sup>)

**9. Election of Officers**

- i. Group Treasurer - Pam Allsop-Smith (Nominated Kim Jordan, 2<sup>nd</sup> Dave Gatland, all agreed)
- ii. Group Secretary - Kim Jordan (nominated Pam Allsop-Smith, 2<sup>nd</sup> Vaughn Urry, all agreed)

**10. Formal change of name to Board of Trustees** – Chair advised that the Executive Committee would now be formally known as the Board of Trustees following changes within Scouting UK this year.

**11. Formal announcement: number of Trustees Board of Trustees**

**a. 7 Ex-Officio Trustees (by the nature of their role)**

Group Scout Leader - Tracy Ramsey  
Group Chair - Kevin Monk  
Group Secretary - Kim Jordan  
Group Treasurer - Pam Allsop-Smith  
Deputy Scout Leader - Carolyn Hargreaves  
Beaver Leader Rep. - Stuart Dickenson  
Cubs Leader Rep. - Simon Talling  
Scout Leader Rep. – Ashley Benfield

**b. 6 Co-Opted Trustees (specific roles/skills/jobs)**

Communications Officer – Ben Kendrick (Dakeesha Stiles/Rebecca Etheridge)  
Events Co-ordinator – Lisa Scott (Tracy Ramsey/ Kirsty Thorpe)  
Busy Bees and Housekeeper Liaison – Wendy TM (Pam Allsop-Smith/Tracy Ramsey)  
Website Manager – Keith Davies (Vaughn Urry/Phil Lankester)  
Scout Hut Manager Maintenance – vacant  
Utilities and bookings – Kirsty Thorpe (Lisa Scott/Tracy Ramsey)  
Fundraising – vacant at time of meeting – Angela Harwood has since volunteered and will officially be co-opted at next BOT meeting.

**12. Proposal and agreement of quorum**

- a. Proposal of 60% at in person meetings (75% for online proposals) (Tracy Ramsey/ Lisa Scott)

**13. Adoption of a Group Constitution**

- a. Proposal of adopting constitution as per POR (Tracy Ramsey/Carolyn Hargreaves)

**14. Appointment of Group Auditor** - Sarah Bowden who has been auditor for last couple of years (Tracy Ramsey/Kim Jordan)

**15. Questions from the attendees on scouting business** No questions put forward.

**16. Close of official business** - Group chair closed the meeting.

**17. Group Presentations and Awards**

Julie Stacey, Hawk District Commissioner presented the following awards:

Kim Jordan – 10 years' service

Michael Jordan – Wood Badge certificate

Tracy Ramsey – Chief Scout's commendation

Simon Talling – 30-year award and section leader cubs training award

Tracy also thanked Phil and Bea Lankester for their help with the website.

**After the meeting:** Evening meal and refreshments for **all**



# 1<sup>st</sup> Denmead Scout Group



## Annual General Meeting

Report 2022 - 2023



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# Introduction

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This Annual General Meeting (AGM) report for 1st Denmead Scouts forms part of a compulsory yearly meeting of the Group Scout Council with important legal aspects and key, mandatory business that must be covered.

All charities must have a governing body; and the Group Scout Council is ours in Scouting. For 1st Denmead Scouts it is important to ensure the Elected Trustees (Executive Committee) are working for the good of the charity.

This document is designed to provide the Group Scout Council members an overview of the activities and events of the Group held over the past year. The Group Leadership will report on Scouting activities that the young people have been involved in, the overall running and governance of the Group providing details to make sure, with reasonable care and skill, that the charity is:

- well managed
- carrying out its purposes for the public benefit
- complying with the charity's governing document and the law
- managing the charity's resources responsibly



# The Board Of Trustees

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## Ex-Officio Members

The Group Scout Leader

The Group Chair

The Group Secretary

The Group Treasurer

The Deputy Scout Leader

Beaver Leader Rep.

Cubs Leader Rep

Scouts Leader Rep.

Tracy Ramsey

Kevin Monk

Kim Jordan

Pam Allsop-Smith

Carolyn Hargreaves

Stuart Dickenson

Simon Talling

Molly Allsop-Smith

## Specific Members

Communications Officer

Executive Member

Executive Member

Executive Member

Ben Kendrick

Wendy TM

Angie Cottrell

Keith Davis

## Non-Executive Support Roles

Scout HQ Booking Co-Ordinator

Beaver Section Treasurer

Cubs Section Treasurer

Scouts Section Treasurer

Gift Aid

Subs

Kirsty Thorpe

Iain Hunter

Claire Thompson

Emma Newman

Henrietta Woodroof

Ange Harwood



# Group Chair Report

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As we reach a milestone of 65 years of Scouting in Denmead, it gives me great pleasure to report back to you all that it has been another fantastic year.

As the Executive Committee (Group Trustees) it is our collective responsibility to look after the running and governance of the Group from events, facilities (Scout HQ), assets (trailers, camping equipment) and the finances. The Trustees support helps our leaders and other volunteers run the Scout programme that gives your young people skills for life.

At 1st Denmead we are very lucky to have an amazing collective of Trustees, Leaders and volunteers. I'd like to thank all the Executive team for their support throughout my first year as Group Chair.

It has certainly been a busy year for the team, strengthening our relationships with the community and I'd like to report back on some of our key activities this past year:

- **Dinosaur Derby** - after a couple of years break, due to Covid19, our biggest fundraising event of the year was back. It was very well attended with visitors from over 25 miles away coming to support our Group which raised approx. £5000.
- **New Scout HQ Project** - the Group has been for the past few years looking at the need to replace our current Scout HQ building, it has served the Group well for nearly 30 years but needs to be replaced. I am proud to say, over the past 12 months, we have officially engaged Denmead Parish Council and Winchester County Council planning team and have taken our first steps.
- **New Scout HQ Lease Agreement** - in conjunction with the new Scout HQ project, we have started conversations with Denmead Parish Council to revise and extend our long term lease agreement, providing security to the Group for years to come.
- **Busy Bees Nursey** - the Group is very lucky to have Busy Bees Nursey using the Scout HQ during the day and we have agreed a new 3 year long term hire agreement with them this year.
- **Charities Commission Application** - the Group, as part of the Scouts Association, has charity status by default but this year the Group have started to take the necessary steps to be a registered charity in its own right.





# Group Chair Report (cont.)

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- **Denmead Parish Council** - the Group continues to strengthen its relationships within the community and this year, given the ongoing activities, Denmead Parish Council agreed for our request to align two Parish Cllrs (Brown and Walsh) to act as Scout Liaison officers to provide support.
- **New Website** - as I hope many of you have seen, we have invested into a brand new website to provide up to date information and advertise the Group. Unfortunately during this project we unexpectedly and sadly lost a friend and supporter of the Group, Mark Woodroof, who had hosted our website for many years. Our thoughts continue to go out to his family and friends.

The Group continues to be in good financial health with a whole range of fundraising events happening over the past year. Group Treasurer, Pam Allsop-Smith, will shortly take you through the details and be able to answer any questions.

As I hope you can see and agree with me that the team have bounced back from a couple of challenging years related to Covid19 and are doing amazing job. Again I'd like to thank Tracy, the leaders, volunteers and Committee for all they have done this year.

Kevin Monk  
Group Chair

June 2023



# Group Scout Leader Report

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This report provides an overview of some of the activities and accomplishments of 1<sup>st</sup> Denmead Scout Group.

We currently have 108 youth members across 3 Beaver Colonies, 2 Cub Packs and 1 Scout Troop.

We have awarded an impressive 516 badges across all 3 sections with **3 Bronze Awards** in Beavers and **4 Silver Awards** in Cubs. These are the highest awards the young people can achieve in their sections and we are very proud of their achievements.

Every year we try to offer at least 1 sleepover or camp for each section and in the last year:

- Beavers have had 2-night medieval sleepover
- Cubs enjoyed a medieval weeklong camp at the land of nod
- Scouts spent 2 nights at the Spring ahead camp as part of a district camp

Alongside our weekly section meetings, where we work on badges and through fun, exciting activities we provide skills for life, the team also run extra activities where possible.

- **Beavers** - they have visited Waterlooville fire station and had a visit from the Police Educational team. They have enjoyed a performance of The Snow Queen at Denmead Memorial Hall. A morning was enjoyed at the Royal Armouries and of course the group visited Marwell Zoo. Beavers also said a big thank you to their special person as part of their mother's day and father's day celebrations, with a coffee morning featuring biscuits and chocolates made by the Beavers.
- **Cubs**- they have been working hard on their badges building shelters in the woods, learning to pack a bag for camp, making vegetable moveable cars, Christmas cake making and hiking, to name only a few of their activities.



## Group Scout Leader Report (cont.)

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- **Scouts** - ever wondered what it would be like to play Monopoly in real life? 12 of our Scouts competed against other groups from the old Havant and Waterlooville district. The event was open to Scouts from across the UK who competed in games of up to 7 teams, visiting the streets in the London monopoly board, buying properties, paying rent, and completing team challenges. Denmead Scouts won their group with 1 of the Scouts being invested on the tube, what a great place to officially become part of the scout association!

None of this is possible without all the leaders, assistant leaders, supporters, and Trustee committee. All these people work hard to provide your children with a varied weekly programme, camps, and days out and I thank them all.

We have been working hard supporting our Ex-Scouts, who are now Explorers, with raising funds for their international adventures, thank you to everyone who has attended the fundraising events. We have 1 attending the World Scout jamboree in South Korea with 4 more attending Project 23 which is a 3 week tour of Europe in August. We look forward to hearing about their adventures.

As you will all be aware, for a variety of reasons, we have lost some of our leaders in the last year so we need to recruit some new volunteers for all sections. A massive thank you to those who have already stepped forward to volunteer. If you think you might like to give it a try and join the fun, please do speak to me or any of the leaders. We offer flexible volunteering, so you don't need to commit to every week.

Some of you will be aware that we merged districts this year and we are now officially know as the **HAWKS District**, this brings together Waterlooville and Havant districts. The merger will enable bigger district events and the ability to pull resources from a larger area. At a Group level we shouldn't see much change apart from a new badge which is currently in production. Some of the cubs entered a competition to design the new badge with the final design an amalgamation of several designs. Congratulations to Thomas D who designed the sun and hills part of the new badge and won a small prize.



# Group Scout Leader Report (cont.)

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All our leaders must commit to training and on-going learning, safety, safeguarding and first aid are completed every three years. Without these modules being in date a leader cannot remain in their role. I hope this offers you as parents' reassurance that the safety and well-being of you children is our top priority. Additionally, some of the leadership team have attended a neurodiversity workshop which provided a valuable insight as to how we can adapt our programme, so we are truly striving to be inclusive for all.

Finally, a big part of our ethos is to be present in our community where we have run a variety of events including:

- The biggest event in Denmead, Dinosaur Derby, which raises valuable funds for the Group
- All Saints kindly let us use their car park for the Christmas Carols where was raised money for Sailability
- We also organise the village Remembrance parade along with the church and DPC.
- We have also cooked Smores at the coronation celebrations
- And of course attended many events with the trolley run
- Thanks to Ange and the recycling team we are still recycling plastic waste, bras, toothbrushes to name a few, reducing the amount of waste that goes to Landfill.

As we look towards the future, we hope to bring Squirrels to the Group in the New Year. Squirrels are the newest and youngest section within the Scout Association, aged 4-6 years old. Of course, this will only be possible with volunteer support.

Over the next few years we will raising funds for our new HQ building as Kev has already mentioned. Please support us by attending one of our events, Bingo Ben will be back as will the quiz and camel racing nights and who can forget our swishing night where clothes are saved from the bin!

Thank you everyone for your ongoing support. We can only grow and continue to be successful with volunteers so if you think you want to join the adventure, please speak to me or any of the leaders.

Tracy Ramsey  
Group Scout Leader

June 2023



# Group Treasurer Report

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Firstly, as ever, a shout out to the Section Treasurers – Iain, Claire, Emma and Ange – for their hard work during the year and for getting their accounts ready for audit. I would like to thank Iain for his support as he stands down as the Beaver Treasurer.

The accounts have been finalised and signed off by the Scrutineer. The summarised reports have been distributed, with the full accounts available for inspection.

We were back in September 2022 with our Dinosaur Derby, the event was as well attended as ever generating net funds for the group of £5,773. Through careful management of our funds we continued to balance the books, and put aside a further amount towards our new building.

## 1. Monetary Assets

Start of the Year: £41,484.98 (£34,361.45 Group and remainder is Subs/Sections)  
End of the Year: £48,871.93 allocated between funds as follows

Future large building works	£2,525.76
General Fund	£10,102.52
International fund	£3,108.63
New Building Fund	£30,691.75
Recycling	£605.00
Section accounts	£1,585.61
Subscriptions	£252.66

## 2. Liabilities

Start of the Year: £0.00  
End of the Year: £0.00

## 3. Income & Expenditure for 2022/23

Total Income:	£47,252.99	(£26,844.00 - 2021/22)
Total Payments:	£39,868.04	(£23,632.00 - 2021/22)
Surplus for the Year:	£7,386.75	(£ 3,212.00 - 2021/22)



# Group Treasurer Report (cont.)

## Group Income for 2022/23

The groups derived its income as follows:

INCOME	Current Yr.	Current Yr.	Prior Yr.	Prior Yr.
<b>4000 Donations, Subs and Similar Income</b>		<b>12,842.45</b>		<b>12,395.43</b>
4005 Membership subscriptions	9,271.70		8,743.67	
4010 Donations and grants	725		3,651.76	
4020 Gift Aid	2,845.75		0	
<b>4100 Camps</b>		<b>2,624.41</b>		<b>257.64</b>
4105 Camp income	2,624.41		257.64	
<b>4300 Fundraising income</b>		<b>19,677.91</b>		<b>2,836.47</b>
4320 Fundraising Event Income	13,390.30		1,487.57	
4325 Roller Coaster hire	2,136.90		60	
4330 Charity fundraising	905.98		0	
4335 Other fundraising income	2,721.65		1,189.80	
4340 T-shirt sales	523.08		99.1	
<b>4400 HQ Rental Income</b>		<b>6,198.50</b>		<b>7,671.35</b>
4402 Busy Bees rent	5,300.00		7,300.00	
4412 HQ hire	898.5		371.35	
<b>5000 Investment Income</b>		<b>799.62</b>		<b>813.12</b>
5010 Bank interest	799.62		813.12	
<b>6500 Sections Income</b>		<b>5,112.10</b>		<b>2,869.96</b>
6510 Sections camp and event income	5,094.10		2,869.96	
6515 Sections other income	18		0	
<b>TOTAL INCOME</b>		<b>47,254.99</b>		<b>26,843.97</b>



# Group Treasurer Report (cont.)

## Group Expenses for 2022/23

The groups derived its income as follows:

EXPENDITURE	Current Yr.	Current Yr.	Prior Yr.	Prior Yr.
<b>7000 Fundraising expenses</b>		<b>-4,829.27</b>		<i>0</i>
7004 General Event Expenses	-3,923.29		<i>0</i>	
7009 Charity donations	-905.98		<i>0</i>	
<b>7100 Equipment Purchases</b>		<b>-829.42</b>		<i>-232.94</i>
7105 Camping equipment	0		<i>-199.96</i>	
7110 Other equipment	-829.42		<i>-32.98</i>	
<b>7200 General Payments</b>		<b>-18,485.87</b>		<i>-10,837.55</i>
7209 T-shirt costs	-685		<i>-221.88</i>	
7213 IT costs	-199.3		<i>-217.67</i>	
7221 Adult support and uniform	-215.98		<i>-479</i>	
7225 Miscellaneous expenses	-1,188.30		<i>-1,187.80</i>	
7227 AGM and Leader events expenses	0		<i>-37.6</i>	
7232 Camps	-2,094.32		<i>-245.5</i>	
7237 Member support and programme	-14,102.97		<i>-8,448.10</i>	
<b>8000 HQ Expenses</b>		<b>-9,041.30</b>		<i>-8,232.68</i>
8001 Repair and Maintenance	-1,031.25		<i>-1,002.52</i>	
8002 Electricity	-2,400.00		<i>-2,400.00</i>	
8003 Water Rates	270.71		<i>-46.28</i>	
8004 Cleaner wages	-1,500.00		<i>-618</i>	
8005 Cleaning materials	-168.84		<i>-257.94</i>	
8006 Insurance Costs	-2,717.90		<i>-2,600.17</i>	
8022 Biffa bins	-782.48		<i>-659.65</i>	
8027 Telephone and broadband	-711.54		<i>-648.12</i>	
<b>8500 Section Expenses</b>		<b>-6,682.18</b>		<i>-4,328.93</i>
8505 Camp expenses	-3,252.73		<i>-1,636.10</i>	
8510 Badges	-123.8		<i>-494.58</i>	
8515 Equipment	-119.96		<i>0</i>	
8520 Programme expenses	-3,185.69		<i>-2,198.25</i>	
<b>TOTAL EXPENDITURE</b>		<b>-39,868.04</b>		<i>-23,632.10</i>



# Group Treasurer Report

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## 4. Budget

The Executive Committee is continuing to working to follow its 10 year budget focusing on the following four areas:

1. Annual running costs
2. 10 year Maintenance Plan, covering essential capital expenditure
3. Equipment Purchase Plan
4. New Building Plan, which is now becoming the focus of our activities

## 5. Summary

The Group has seen a much better year, returning to a normal programme of activities, enabling us to invest in our premises and equipment to provide our children with a safe and sustainable environment in which to enjoy their scouting. We look forward to another busy year in 2023/24.

Pam Allsop-Smith  
Group Treasurer

May 2023