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**Barlaston and Tittensor Scout Group**

**Annual General Meeting**

**Minutes of the meeting held on Friday 17th February 2023**

**1. Meeting Opened** at 19.30 by Group Chairman, Paul Westwood.

**2. a) Members Present**: Paul Westwood (Chairman), Gareth Westwood (GSL), Marj Jopson (Section Leader Scouts), Nigel Sutton (Section Assistant Leader – Scouts), Kay Royle (Section Leader Cubs), Julia Spight (Treasurer), Phil Elliott (DC) and Stefan Park (Parent)

 **b) Apologies**: Ian Palmer & Gavin Statham

**3. Minutes of the Last AGM** held on 18th February 2022 were proposed by N.S, seconded by M.J. and approved as a true record of the meeting.

**4. Matters Arising:**

1. P.W. reported that the scout section bank account had now been closed and the balance transferred to the main bank account.

There were no other matters arising from the last A.G.M. so because of time restraints, P.W. passed the floor to Phil Elliott (D.C.):

P.E. said that he was pleased to see, from the recent census figures submitted, that the group was returning to pre-covid numbers and he congratulated G.W. in recruiting new leaders.

He also had long service awards to present as follows and apologised that they were overdue:

* G.W. 15 years service
* P.W. 40 years service

**5. Chairman’s Report**

P.W. said that there was no traditional report this year, since on review of scout recommendations, none was required. Instead, the group should complete a trustees’ report. A template had been obtained from the scout association, and this included charity information, the group management structure, risk controls, activities, annual performance, etc. Whilst this had not been completed for this year, the group would work to complete it prior to the next A.G.M. P.E. added that he could provide contact details of Suzanne Evans (new District Chair), who had a wealth of experience with such documents and who would be happy to assist as necessary. Committee to complete trustees’ report

**6. Treasurer’s Report and adoption of accounts**

J.S.reported that the annual accounts had been made available to those present, with an income and expenditure account that was referenced to more detailed notes. She said that whilst 2022 did show an excess of income over expenditure, this would not have been the case, had the group not received a covid leisure grant of £3,200 in the year. This position was partially as a result of closing the beaver section until the end of 2022 due to the lack of leaders, and also as a result of a “catch up” on expenses being claimed (some being paid in 2022, but relating to 2019 and 2021).

Looking forward, the beaver section was now fully operational, and the group is looking to issue leaders with prepayment debit cards which will account for expenses as they are incurred and therefore avoid the “catch up” in future. The group was also now hiring out the hut to give another source of income.

The accounts for year end 2022 are adopted

**7. Section Reports**

**a) Beavers** – In the absence of a beaver leader, there was no report. G.W. reported for Beavers in GSL’s report below.

**b) Cubs** – Since K.R. had only recently taken on the cub leader role, a report was not expected, but she did report that there were currently 15 cubs. G.W. reported for Cubs in GSL’s report below.

**c) Scouts** – M.J. had uploaded a report to the google drive in advance of the meeting. She said that there was an average of 12 scouts and that some cubs were due to move up. Badges had now been given out, some of which related to activities pre-covid, and activities involved team work and scouting promises and values. A scarecrow completion had been entered and patrol nights gave the scouts control of their own activities.

**8. GSL Report**

Beavers – G.W. happy that the section is running after approx. 2.5 years closed. G.S. is very organised and excellent with the beavers. Projects covered included healthy eating and the moon, and badges had been completed. Whilst 7 new leaders had been recruited in the last 12 months, another was still needed for beavers, since G,W. has to attend until the leaders’ training is complete. G.S.’s training is underway and he is expected to be invested in the near future. Approx 14 beavers currently attend and there was now a waiting list. G.W. is looking at using O.S.M. to manage group numbers.

Cubs – G.W. gave a massive thanks to K.R. for her work with the cubs. He said that she is really enthusiastic and that the cubs were loving the meetings, resulting in the section being at capacity. Whilst it had been sad to lose Steve and Becca Loughhead as leaders, they were still supporting the group with their wealth of knowledge. Projects covered included the Chinese New Year and map work. Training for leaders was well on the way but still needed to be pushed forward. A lot of the training can be done online for ease.

**8. GSL Report** Cont’d

General

The group have an overall target number of 50 children and the recent census reported 42.

Potential new executive committee members had been identified as follows:

* A beaver parent (Not currently present) was looking at the secretarial role – To be followed up
* S Park (parent of 2 cubs and a scout) had been asked if he would consider the role of parent representative on the committee – See 10.e) below

Policies were now being reviewed regularly (3 or 4 at each meeting)

Hut maintenance was progressing, not as quickly as G.W. would like, but progressing none the less

G.W. thanked the executive committee and leaders.

P.W. added that thanks were also given to the Parish Council for their support in the recruitment campaign and to those from the District, especially Nicola Abbot, who had restarted the beaver section.

**9. Other Items**

There were no other items

**10. Election of Officers and Members**

1. Chairman

P.W. stood down as chairman and handed over to G.W. who nominated P.W. to be appointed chairman and it was unanimously agreed.

b) Secretary

It was hoped that Liz Peck (a beaver parent) would take on the role of secretary

c) Treasurer

N.S. proposed that J.S. remain as treasurer and this was agreed

1. Section Reps (Leaders)

M.J. and K.R. confirmed they were happy to continue to represent the leaders, plus G.S. when possible. It was noted that leaders used to be automatically included on the executive committee, but now had to opt in.

e) Section Reps (Parents)

S.P. was asked if he would consider representing parents on the committee. It was explained that there were 6 meetings per year, and S.P agreed

**11. Nominations to “Joint Committee” for land & property trust**

Since withdrawing from all responsibilities regarding the Joint Management Committee for the land and property more than 16 years ago, Barlaston Guide Company has not been in contact to resume or contribute to their obligations at any time since the last A.G.M.

P.W. proposed that the members of the current Joint Management Committee continue in their respective roles, having been assured that the Scout Trust Corporation is happy with this arrangement. Agreed unanimously by all present.

The 5 members of the Joint Management Committee are therefore the three officers of Barlaston & Tittensor Scout Group (Chair – Paul Westwood, Secretary – Vacant, & Treasurer – Julia Spight), GSL – Gareth Westwood and SL – Marj Jopson.

**12. Any Other Business**

S.P. reported that he was also involved with a cricket club, and said that the primary difference between the cricket club and the scout group was sponsorship. He believes the scouts were missing out on opportunities to advertise at the bottom of the drive. G.W. said that the scouts do have a brand centre, who can produce material to print themselves, or pass on to be printed elsewhere. It was reported that K.R’s daughter does printing, and also the DC was involved in printing.

S.P. also suggested holding a free networking weekend, perhaps by way of a camp on site, which could include the exchange of surplus kit. G.W. said it would be a good idea within the group initially, to bring all the leaders together, and such an event could include training, demonstrations and talks from eg, CMAT. However, he felt that until the toilet and washing facilities were improved at the hut, it was not possible to hold camps in the grounds.

P.W. reported that, whilst investigating some facts for the group’s website, he’d discovered that the drive to the hut actually had a name – Duke’s Walk and he felt we might wish to use this as part of our address. This found favour with all present.

**13. Date, Time and Place of Next A.G.M.-** 7.30pm Friday 16th February 2024 at the Scout Hut

**14.Close -** The meeting closed at 8.30pm