

**2nd Romford Scout Group**  
**AGM Minutes**  
**23<sup>rd</sup> September 2021**

## **MINUTES OF AGM HELD 23/09/2021**

### **The Meeting was held at Ashby Hall 23/9/21 at 6.30pm**

Sarah Osborne (GSL) introduced herself and welcomed everyone to the Meeting and explained why we hold an AGM, and Sarah introduced Scott Miller and nominated him to continue as our Chairman, and the motion was agreed by all those present.

The AGM was chaired by Scott Miller. Scott read out the Chairmans report to the Group, and the minutes from 2020 were agreed.

Sarah read a brief history of 2<sup>nd</sup> Romford Scout Group and was able to present Amy Sullivan with her Jack Petchey Award Certificate for services to the Group.

She also presented a 2020 Jack Petchey Award Certificate to Imogen Snell, (due to Covid restrictions she had been unable to so earlier in the year), which was accepted on her behalf by James Snell.

Both the **Trustees Report** and the **Treasurers Report** had been previously distributed to members via email. The adoption of the **Trustees Report** was proposed by Chris Knight and seconded by Faye Pardon

The **Group Accounts** for 2020/2021 were presented and The **Treasurers Report** was read out by Jackie Peatfield, adopted by Emma Jermain and seconded by James Snell

Scott Miller proposed Jackie Peatfield as **Group Treasurer**. Seconded by Chris Knight and the Meeting agreed unanimously.

Scott Miller proposed Sue Sparks as **Group Secretary**. Seconded by Debbie Bennett and the Meeting agreed unanimously.

The Meeting endorsed the **Group Nomination** of Steve Palmer as Scrutineer of our Accounts, prior to presentation to the Charities Commission which is a legal requirement. The nomination was proposed by Mark Jermain and seconded by Sue Sparks

## SECTION REPORTS

Sophie Osborne read out a note from Val Woof the now retired Kanga, and then read the Beaver Scouts section report for the year.

Robert Leeper read out the Cub Scout section report for the year.

Tony Osborne read out the Scout section report for the year.

The adoption of the **Section Reports** was proposed Michelle Linsell and seconded by Julia Moran

The Chairman nominated 3 parents to serve as Members of the Group Executive.

Beaver section - Emma Jermain

Cub section - Julia Moran

Scouts section - Michelle Linsell Martin Grace

Committee Members - Julie Leeper Dick Peatfield Liam Moore  
(Quartermaster)

Kerry Harvey proposed, and Robert Leeper seconded, and it was unanimously agreed

2nd Romford Scout Group  
 Balance Sheet  
 For the Year Ended 31 March 2021  
 Charity No: 1013049

**2020**

£

**Current Assets**

1336.04	Current Account (Treasurers Account)
9729.78	Deposit Account
25070.42	32 Day Notice Account
0.01	Go Cardless
352.41	Total Cash held by Sections
823.62	Petty Cash
0	Scout Camp Deposits
<hr/>	
37312	

**Current Liabilities**

<hr/>	
0	
37312	

**Represented By**

35820	General Fund
1493	Surplus/Deficit for the year
37312	
<hr/> <hr/>	

**2021**

£

2318.76
10877.18
45096
0.01
132.41
773.62
0.00
<hr/>
59198

<hr/>
0

59198

37312
21886
59198
<hr/> <hr/>

2nd Romford Scout Group  
Income and Expenditure Account  
For the Year Ended 31 March 2021  
Charity No: 1013049

<b>2020</b>	
£	<b>INCOME</b>
3162.00	Subscriptions
9581.00	Hall Hire
	Covid Grants
55.00	Fundraising
250.00	Jack Petchey
421.40	Donations
82.48	Bank Interest
334.10	Camp
	<hr/>
13885.98	
	<b>EXPENDITURE</b>
1665.00	Membership
3036.49	Motor Expenses
1066.08	Buildings Insurance
2631.19	Heat & Light
243.89	Water
1109.48	Section Expenses
153.75	Section Exps Paid from Group PC
391.91	Leader Training
758.10	Group Camp
361.01	Miscellaneous
	Covid Related Expenses
11.65	Bank Charges
113.61	Wi Fi
656.93	Equipment
194.20	Repairs and Hall Maintenance
	<hr/>
12393.29	
	<hr/>
1492.69	Surplus/Deficit for the year

**2021**

£

1073.00

5871.00

20241.00

0.00

250.00

27.98

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27462.98

0.00

820.67

1181.31

1596.38

284.24

266.61

0.00

0.00

0.00

131.79

126.67

36.96

306.00

803.90

22.75

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5577.28

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21885.70

## BEAVER SCOUT ACCOUNT

## CUB SCOUT ACCOUNT

## SCOUT ACCOUNT

B/Fwd 1/4/20	298.42	Consumables
Subs		Events
		Badges/Certificates
		Sundries
		Activities
		Minibus Fuel
		To Group
		Cash in Hand C/Fwd



298.42

$$\begin{array}{r} \hline 0.00 \end{array}$$

$$\begin{array}{r} 30.98 \\ \hline 30.98 \end{array}$$

$$\begin{array}{r} \hline 0 \end{array}$$

$$20.00$$

$$3.01$$

$$\begin{array}{r} \hline 23.01 \end{array}$$

$$\begin{array}{r} \hline 0.00 \end{array}$$

$$200.00$$

$$\begin{array}{r} 98.42 \\ \hline \end{array}$$

298.42

## **Independent examiner's report to Scott Miller, Chairman of 2nd Romford Scout Group**

### **Purpose**

The purpose of this report is to submit my findings from the work I have undertaken as an Independent Examiner of the 2nd Romford Scout Group Accounts submitted to me. I am submitting an unqualified report (for a non company charity preparing receipts and payments accounts) with a gross income of £250,000 or less in the relevant financial years. In conducting the examination and preparing this report I have had the full and open support of the Treasurer for which I am grateful.

### **Responsibilities and basis of report**

As the Charity Chairman of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### **Other Issues for Consideration**

I have no further issues to raise as a consequence of my examination of this year's accounts.

Signed: Stephen Palmer

Name: Stephen Palmer, Chartered Information Technology Professional,  
Fellow of the British Computer Society, Fellow of the Society of Information

Technology Management. Retired Senior Deputy Director of Residents Services at the London Borough of Hillingdon.

Address: 34 Hempstead Road, Holt, Norfolk, NR25 6DF

Date: 8<sup>th</sup> May 2021