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## 1<sup>ST</sup> Henfield Annual General Meeting 2024/25 Agenda

- 1 Welcome and introductions
- 2 Governance Matters:
  - A. Approval of Minutes from last AGM (117<sup>th</sup> AGM in 2024).
  - B. Adopt Constitution
  - C. Group's financial year noted 1 April -31 March
  - D. Approve appointed and community members of the Group Scout Council.
  - E. Agree number of members that can be appointed to the trustee board.
  - F. Agree quorum for future Scout Group Council meetings.
  - G. Receive and consider the Annual Report of the Group Trustee Board, including the Annual Statement of Accounts.
- 3 Trustee Board Appointments:
  - A. Chairperson (Giles Welsh to continue term)
  - B. Appointment of Treasurer
  - C. Appointment of other Trustees (ex-officio, appointed and co-opted)
  - D. Appointment of Independent Auditor/Examiner.
- 4 AGM Closing remarks

## GROUP CHAIR'S INTRODUCTION

Welcome to this year's annual report.

1<sup>st</sup> Henfield Scouts, and all the sections that make up the group, have had another very busy and successful year and I would like to thank the leaders and the volunteers for all their hard work and support in the planning and delivering of section programmes that have enabled our young people to experience new challenges and have fun.

This last year has seen much change in the 'behind the scenes' of not only 1<sup>st</sup> Henfield Scouts, with a new Treasurer joining, (hello Dawn), who had a really good handover from our outgoing Treasurer Gayle (many thanks for all your hard work and support). We have also said goodbye to Richard Tai-Chidlow from the Trustee Board but thankfully not from the 2007 Scout section as he concentrates on the operational element of that with he and his whole family being very active across a wide section of the 1<sup>st</sup> Henfield Scout group.

The Scout Association has also brought in a new IT system which replaces the previous Compass system. This is used for the certification, training and management of adult leaders and helpers. This, as many IT roll-outs are, has had a few bumps in it that are being ironed out. This has unfortunately meant that our GLV Mark has had to spend many more hours to ensure we continue to operate, plan and manage as we should. The good news is though that the system is getting better every week and so it shouldn't be long before it gives us a slick and efficient tool to support all our programmes.

As the Trustee Board has developed during this year we have prioritised making sure we all continue to act safely and making sure we provide support to our leaders and volunteers for them to be safe. We push forward into the next year with objectives around further enhancing the programmes for all sections, and providing more activities which young members may not experience otherwise.

We are continuing to enhance the way we collaborate with our fellow Henfield groups, such as schools, football clubs and other community groups so we can support each other's events. This has been supported by many of our sections becoming involved with other local groups to bring new and exciting experiences into their scouting programmes.

This year has also seen us having to hold section meetings in various locations around the area whilst the new Henfield Scout Hut and Community Centre continues to be built in Craggits Lane. The Clarkes Mead Trust who are responsible for the build are currently moving the build works along very quickly and we'll advise everyone on progress over the next few months.

Whilst operating out of different locations has not been ideal from an operational perspective for us, and the travel for parents (sorry, but thank you for doing it), it has given us an opportunity to cover a wider area and create and enhance relationships with more groups. This particularly includes Jolesfield School in Partridge Green where one of our Cub sections runs from. The school have been really welcoming to our cubs and the location has also promoted new cubs to join from the area.

I would like to thank all our leaders, volunteers and Trustees for their continued hard work and support in creating experiences, personal development and long lasting memories for all our sections. This thanks also extends to their partners and families for helping them do this. Thank you – you're all part of an amazing 1<sup>st</sup> Henfield Team!

You will see from our GLV's report that we have a waiting list of young people wanting to join our sections. To support this as well as our ongoing needs we are looking for more adult volunteers to support.

Volunteering can be an excellent way for you to have a different aspect in your life without it being an onerous experience. Indeed many of our volunteers do it because it's so far removed from their jobs or daily lives that for an hour or so it gives them a different and rewarding change of focus. If you can only help occasionally, that's okay, we appreciate any time you can spare. Talk to any of the leaders, or contact me directly if you want to find out more!

*Giles Welsh*  
(1<sup>st</sup> Henfield Trustee Board Chair)

## GROUP LEAD VOLUNTEER'S REPORT

As we come to the AGM at the end of the term, I am writing this report in relation to the Scouting year not the accounting year – so this is mid July 24 to mid July 25.

### Waiting List:

We currently have 9 Young People under 4, who cannot join yet.

We currently have 23 Squirrel Age that we unfortunately do not have spaces for as we need some more volunteers to form a second (or third) Squirrel Drey.....

### Current Group Constituency (July 2025):

Scout age section	Section numbers / names	Number of members	Awards 2024-2025
1st Henfield Squirrels	1 Drey: Tanyard	13 Squirrels	11 Chief Scout Acorns Awarded
1st Henfield Beaver Scouts	2 Colonies: Riversedge & Lakeside	39 Beavers	11 Chief Scout Bronze Awarded
1st Henfield Cub Scouts	2 Packs: Arun & Adur	49 Cubs	10 Chief Scout Silver Awarded
1st Henfield Scouts	2 Troops: 1907 & 2007	32 Scouts	5 Chief Scout Gold Awarded
1st Henfield Young Leaders	n/a	5 Young Leaders	n/a

### Some of the highlights:

#### **July 2024**

The AGM was held and Sections had end of term water fights  
Scouts sorted kit ready for their camp in Walton Firs in Surrey

#### **August 2024**

The Scouts has an amazing camp at Walton Firs  
Overland Practice Hikes took place

#### **September 2024**

Sections returned:

**Squirrels:** Space Badge

**Beavers:** Skills badge,

**Cubs:** Adur visited a Mosque in Crawley with great feedback

**Scouts:** Supported the BP Guild Senior Citizens meal

#### **October 2024**

**Squirrels:** – more space/ Lego builds/ cardboard model making and shelter building

Space badge, problem solving, international. Halloween fun!

**Cubs:** Had their first team in the Downsman – competing 11 miles – Plumpton to Itford

**Scouts:** 2 teams, an open Plumpton to Firlie and a Plumpton to Eastbourne S class

#### **November 2024**

All sections took part in Remembrance Day – a key day in the Henfield Scouting Calendar

Scouts had a great camp including making videos – We want to run this again but will need more volunteers to support.

**Squirrels:** made poppies, attended remembrance, Disney Frozen blanket badge, started Christmas Decorations

**Beavers:** Remembrance, poppies and Skills

## December 2024

All sections supported the BP Guild fundraising in December, including the Santa sleigh charity collecting  
We had a great Carol service to complete the year

**Squirrels:** Finished decorations, helped collecting for BP Guild and won Christmas Tree competition

**Beavers:** Winter Hike and Party!

## January 2025

Squirrels and Adur Cubs had to leave Henfield Primary school as the school wanted to run an afterschool club.  
However we were fortunate to be able to move Squirrels to the Henfield Guide Hut and Adur Cubs to Jolesfield School in Partridge Green – returning us to that community and seeing us use two great facilities.

**Squirrels:** Different interests and hobbies, made rain shakers, & Chinese New Year

**Beavers:** Board Games, teamwork and Chinese New Year

**Cubs:** Cubs had two great Cub camps at Hillside.

## February 2025

**Squirrels:** Valentine Day Craft, recycling visitors from WS waste Prevention Team

**Beavers:** HART came in to teach first aid and Global Issues.

**Cubs:** Hobbies, a visit by the Henfield Theatre Company and Emergency First Aid.

Scouts: completed their Expedition Challenge to the Isle of Wight.

## March 2025

**Squirrel:** Experiments, bug hunts, growing seeds.

**Beavers:** Pancakes, teamwork, problem solving and Navigator

**Cubs:** had night hikes, navigator badges, global issues and hill climbs

**Scouts:** had their annual cookery competition – with great food being created and had a Henfield Escape and Evade to practice for the District competition later in the year.

1907 – took part in the Monopoly Run in London – some year we want to do more of - if get the volunteers

## April 2025

With the clocks going forward all sections could enjoy the evening before the Easter break

**Squirrels:** Tasting vegetables, local animals

**Beavers:** Easter Hike and Space

**Cubs:** Naturalist Badges and taskmaster challenges

**Scouts:** Climbing sessions, hike and fires

## May 2025

The summer was in full force with lots of outside activities and preparation for upcoming Camps:

**Squirrels:** baking more Growing, navigation and superheroes.

**Beavers:** Nature, fires and assault courses

**Cubs:** had hikes and went canoeing at Southwater and built birdboxes.

**Scouts:** started outside cooking ready for a camp later in the month, with a great camp.

## June 2025: what a month

**Squirrels:** had a visit to an animal sanctuary, took part in assault courses and did baking!

**Beavers:** had a great camp, tracked and enjoyed wide and water games.

**Cubs:** had a brilliant camp at Broadstone – a return to camps of old the last since 2019

**Scouts:** took part in the District Escape and Hunt, coming 1<sup>st</sup>, 2<sup>nd</sup> and 4<sup>th</sup>.

Many sections took it in turns to do community work in the Community Orchard

## July 2025

Water games, sea Trips, Hill Climbing Hikes and outdoor skills

1<sup>st</sup> Henfield Scout Activity Support 3 Sections

## 1. S.A.S

### Programme Support:

We now have a fully resourced shooting sub team, which works with Air Rifle and Nerf to deliver shooting across the Group. I want to expand that to Archery, Hillwalking and Group Catering where this has worked as a trial and now needs to expand into full operation. This section also includes a Quartermaster and has seen the return of former leaders back to the Group - a real success to build on and for adults that can't commit weekly but want to bring or learn new skills please get in contact. I am also actively trying to recruit a coordinator to lead this team - if interested again please get in touch.

## **2.S.A.S**

### **Leadership Support:**

With the introduction of the new system, we need more help with this team that operationally supports our Leadership Team and includes our membership Administration, Social media support, publicity but also Recruitment, Fundraising and Community engagement as well as support with preloved uniform reuse and a sewing service too. Unfortunately, this was a work in progress that had to go on hold while we coped with the fallout of the new IT system.

## **3. S.A.S.**

### **Volunteer Support:**

A team that is very much at the design stage, but will include a Training Coordinator, a young leader coordinator, our First aid Trainer(s) and other areas that can support our front-line volunteers with their adventure and growth, including us having our own District provided active Training adviser.

## **Summary**

A year where we had to change some of the focus of myself and the leadership team from what was planned to develop to having to needing to focus on working with the introduction of the new Scout Association System. Our Adur Valley District Commissioner (DLV) stepped down in November just before the transition and our District struggled to provide support during the transition, but with new DC (DLV) now in place we are looking forward to integrating with them.

I cannot end without thanking our hosts at Hillside and out new Landlords at Henfield Guide Hut and Jolesfield School, without them we would simply not exist as a Group - so a big thank you to them!

But an even bigger thank you to each and every Adult that helps - from DGLV's, Section leaders, Section Team members, SAS Members, Occasional Helpers, Trustee Board members and Parents – without you there would be no Group, no Skills for Life – just a load of bored children looking at screens – so thank you from all the Young People you have supported this year.

Thank you!

Mark Williams

Group Lead Volunteer (Group Lead Volunteer)

1st Henfield Scout Group

**MEMBERS OF THE TRUSTEE BOARD 2024/25**

Group Chair	Giles Welsh
Group Treasurer (Outgoing – February 25)	Gayle Williams
Group Treasurer (Incoming February 25)	Dawn Butcher
Group Lead Volunteer (G.S.L.)	Mark Williams
Deputy Group Lead Volunteer (D.G.S.L.)	Kalie Morrison
2007 Scout Leader (Outgoing – April 25)	Richard Tai-Chidlow
Explorers Leader	John Morley
Administrator (TB attendee; non-voting position)	Emma Oliver-Taylor

GROUP TREASURER’S REPORT

1st Henfield Scout Group - Adur Valley District

Report & Accounts for year ending 31st March 2025

Trustee Board - Elected/Appointed

Group Chairperson	Mr Giles Welsh
Group Treasurer	Mrs Dawn Butcher

Trustee Board - Ex-Officio

Group Lead Volunteer	Mr Mark Williams
Deputy Group Lead Volunteer	Mr John Morley
Deputy Group Lead Volunteer	Ms Kalie Morrison

Administration

Group Secretary	Mrs Emma Oliver-Taylor
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Banks:

Group	Natwest Bank
Sections	Natwest Bank & Santander UK

Group Registration Number with the Scout Association	6430
Charity Registration Number	1077552



## 1st Henfield Scout Group - Adur Valley District



01 April 2024 - 31 March 2025

2023/2024

CHANGE

### INCOME

Group Membership Subscriptions	£16,194.40	£17,598.00	-£1,403.60
Registration Fees	£330.00	£430.00	-£100.00
Bank Interest - Group (Reserve A/c)	£547.64	£462.82	£84.82
Bank Interest - Sections	£0.00	£0.00	£0.00
Donations / Grants - Group	£900.00	£796.00	£104.00
Donations / Grants - Sections	£0.00	£0.00	£0.00
Activities - Group	£3,044.48	£0.00	£3,044.48
Activities - Section	£738.00	£571.40	£166.60
Activities - Section Camps	£13,957.00	£4,736.72	£9,220.28
Fundraising - Group	£0.00	£273.02	-£273.02
Fundraising - Section	£0.00	£0.00	£0.00
Other: Gift Aid (recovered on subs)	£0.00	£3,001.16	-£3,001.16
Other: WSC Scouts, Squirrels start up	£0.00	£500.00	-£500.00
Sundry: Group	£30.00	£92.43	-£62.43
Sundry: Sections	£1,394.67	£58.65	£1,336.02
<b>TOTAL INCOME</b>	<b>£37,136.19</b>	<b>£28,520.20</b>	<b>£8,615.99</b>

### EXPENSES

Insurance - Equipment & Containers	£1,477.22	£1,563.88	-£86.66
Insurance - PAME	£52.00	£52.00	£0.00
Repairs & Maintenance	£0.00	£342.97	-£342.97
Venue Hire (Sections & Meetings)	£1,836.75	£1,400.00	£436.75
Donations/Grants - Group	£50.00	£130.00	-£80.00
Donations/Grants - Sections	£0.00	£0.00	£0.00
Activities - Group	£3,365.00	£353.52	£3,011.48
Activities - Sections	£1,227.14	£1,332.22	-£105.08
Activities - Section Camp	£10,941.07	£3,470.62	£7,470.45
Fund Raising - Group	£0.00	£0.00	£0.00
Fund Raising - Sections	£0.00	£0.00	£0.00
Admin - Capitation Fees	£8,208.00	£6,888.00	£1,320.00
Admin - Group	£106.80	£6.00	£100.80
Admin - Section	£36.49	£93.32	-£56.83
Admin - Section Meeting Expenses	£640.02	£570.50	£69.52
Admin - Course & Training	£10.00	£180.00	-£170.00
Admin - Group Website Domain	£0.00	£39.00	-£39.00
Other - Leaders Uniform	£58.99	£475.80	-£416.81
Other - Registration Expenses	£393.03	£252.40	£140.63
Other - Squirrel Section Start up	£0.00	£821.25	-£821.25
Equipment Purchase - Group	£7,097.94	£120.81	£6,977.13
Equipment Purchase - Section	£631.51	£21.95	£609.56
Badges - Group	£848.69	£453.78	£394.91
Badges - Section	£271.07	£604.60	-£333.53
Sundry - Group	£188.14	£124.08	£64.06
Sundry - Sections	£1,550.00	£25.20	£1,524.80
<b>TOTAL</b>	<b>£38,989.86</b>	<b>£19,321.90</b>	<b>£19,667.96</b>


NET Income / Expense	-£1,853.67	£9,198.30	-£11,051.97
Current Account Balance	£5,386.40	£9,725.08	-£4,338.68
Cash Held	£177.26	£28.26	£149.00
Reserve Account Balance	£39,820.96	£38,773.32	£1,047.64
Section Accounts Balance	£3,628.18	£2,339.81	£1,288.37

**Notes:** Gayle Williams treasurer until Feb 2025, when transitioned to Dawn Butcher  
 No Website payment made & Gift aid not yet submitted as gaps in declarations being sourced

**1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT**

**Receipts & Payments Account summary for the year ended 31st March 2025**

	2024-25	2023-24
	£	£
Total receipts for the year	<u>37136.19</u>	<u>28520.20</u>
Total payments for the year	<u>38,989.86</u>	<u>19,321.90</u>
Net receipts (payments) for the year	<u>-1853.67</u>	<u>9198.30</u>
Cash, bank and similar funds brought forw ard	<u>50866.47</u>	<u>41668.17</u>
Cash, bank and similar funds carried forw ard	<u>£49,012.80</u>	<u>£50,866.47</u>

## 1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT

### Receipts for the year ended 31st March 2025

	2024-25	2023-24
	£	£
<b>MEMBERSHIP SUBSCRIPTIONS</b>		
Group Membership Subscriptions	<u>16,194.40</u>	<u>17,598.00</u>
Registration Fees	<u>330.00</u>	<u>430.00</u>
	<u>16,524.40</u>	<u>18,028.00</u>
<b>INVESTMENT INCOME RECEIVED</b>		
Bank Interest - Group	<u>547.64</u>	<u>462.82</u>
Bank Interest - Sections	<u>0.00</u>	<u>0.00</u>
	<u>547.64</u>	<u>462.82</u>
<b>DONATIONS / GRANTS</b>		
Group Donations	<u>900.00</u>	<u>796.00</u>
Section Donations	<u>0.00</u>	<u>0.00</u>
	<u>900.00</u>	<u>796.00</u>
<b>ACTIVITIES</b>		
Group Activities	<u>3,044.48</u>	<u>0.00</u>
Section Activities	<u>738.00</u>	<u>571.40</u>
Section Camps	<u>13,957.00</u>	<u>4,736.72</u>
Missing £496 section subs in ??	<u>17,739.48</u>	<u>5,308.12</u>
<b>FUND RAISING (gross)</b>		
Group	<u>0.00</u>	<u>273.02</u>
Sections	<u>0.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>273.02</u>
<b>OTHER INCOME</b>		
Gift Aid recovered on subscriptions (o/s)	<u>0.00</u>	<u>3,001.16</u>
WSC Scouts, Squirrels startup grant	<u>0.00</u>	<u>500.00</u>
Insurance settlement claim on outbuilding	<u>0.00</u>	<u>0.00</u>
	<u>0.00</u>	<u>3,501.16</u>
<b>SUNDRY RECEIPTS</b>		
Group sundry receipts	<u>30.00</u>	<u>92.43</u>
Section sundry receipts	<u>1,394.67</u>	<u>58.65</u>
<b>TOTAL RECEIPTS FOR THE YEAR</b>	<u>£37,136.19</u>	<u>£28,520.20</u>

## 1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT

### Payments for the year ended 31st March 2025

	2024-25	2023-24
	£	£
<b>PREMISES</b>		
Water Rates	0.00	0.00
Energy (Lighting and Heating)	0.00	0.00
Equipment and Public Liability Insurance	1,477.22	1,563.88
PAME Insurance	52.00	52.00
HDC Rates	0.00	0.00
Repairs & Maintenance	0.00	342.97
Meeting Location Hire	1,836.75	1,400.00
	<u>3,365.97</u>	<u>3,358.85</u>
<b>DONATIONS / GRANTS</b>		
Group	50.00	130.00
Sections	0.00	0.00
	<u>50.00</u>	<u>130.00</u>
<b>ACTIVITIES</b>		
Group	3,365.00	353.52
Section Activities	1,227.14	1,332.22
Section Camps	10,941.07	3,470.62
	<u>15,533.21</u>	<u>5,156.36</u>
<b>FUND RAISING EXPENSES</b>		
Group	0.00	0.00
Sections	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
<b>ADMIN/ESTABLISHMENT EXPENSES</b>		
HQ, County & District Capitation Fees	8,208.00	6,888.00
Group Administration	106.80	6.00
Section Administration	36.49	93.32
Section Meeting Expenses	640.02	570.50
Courses and Training	10.00	180.00
Group Web Site Domain	0.00	39.00
	<u>9,001.31</u>	<u>7,776.82</u>
<b>OTHER EXPENSES</b>		
Leaders Uniform Allow ance	58.99	475.80
Registration Expenses	393.03	252.40
Squirrel Section startup cost	0.00	821.25
Hut site clearance & termination of Lease	0.00	0.00
	<u>452.02</u>	<u>1,549.45</u>
<b>PURCHASE OF CAPITAL EQUIPMENT</b>		
Group Equipment	7,097.94	120.81
Section Equipment	631.51	21.95
	<u>7,729.45</u>	<u>142.76</u>
<b>PURCHASE OF BADGES</b>		
Group	848.69	453.78
	<u></u>	<u></u>
	<u></u>	<u></u>
	<u></u>	<u></u>
	<u></u>	<u></u>

Sections	271.07	604.60
	1,119.76	1,058.38
<b>SUNDRY PAYMENTS</b>		
Group	188.14	124.08
Sections	1,550.00	25.20
	1,738.14	149.28
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<b>£38,989.86</b>	<b>£19,321.90</b>

**1st HENFIELD SCOUT GROUP - ADUR VALLEY DISTRICT**

**Statement of Assets & Liabilities for the year ended 31st March 2025**

	2024-25	2023-24
	£	£
<b>MONETARY ASSETS</b>		
Bank Current Account - Group	<u>5386.40</u>	<u>9725.08</u>
Bank Deposit Account - Group	<u>39820.96</u>	<u>38773.32</u>
Bank Current Accounts - Sections	<u>3628.18</u>	<u>2339.81</u>
Cash in hand	<u>177.26</u>	<u>28.26</u>
	<u>£49,012.80</u>	<u>£50,866.47</u>
 <b>NON-MONETARY ASSETS</b> Assets for Charity's own use		
Group Badge & Scarf stock	<u>65.00</u>	<u>63.25</u>
Section Badge stock	<u>25.00</u>	<u>35.00</u>
Scouting equipment, furniture, etc.	<u>20969.03</u>	<u>32277.00</u>
	<u>£21,059.03</u>	<u>£32,375.25</u>

## Independent Examiner's Report to the Trustees of the 1<sup>st</sup> HENFIELD SCOUT GROUP – ADUR VALLEY DISTRICT

On the accounts of the Group for the year ended 31<sup>st</sup> March 2025 which are set out on pages 3 to 6

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ('the Act').

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Name: LAURA PRESTON  
Qualification: MART  
Address: THE BARN, GOLDON SQUARE, HENFIELD  
WEST SUSSEX  
BNS 9DP.  
Date: 8.7.25.

PREVIOUS AGM MINUTES

# 1<sup>st</sup> Henfield Group Scout Council

## Annual General Meeting

(All parents and carers form our Group Scout Council)

Date: Wednesday 17<sup>th</sup> July 2024

Location: Hillside Scout Campsite, Henfield Road, Small Dole, BN5 9XJ

Time: 6:45pm

1	Welcome and Introductions Giles Welsh (GW)	<ul style="list-style-type: none"> <li>Meeting commenced at 18:42.</li> <li>GW introduced the AGM and explained he had recently taken over the role of Trustee Board Chairperson.</li> <li>General housekeeping info given.</li> <li>Cameron Baldock (District Commissioner) and Mark Williams (GLV) (MW) introduced.</li> <li>Bear Grylls video played.</li> <li>GW explained reason for holding an AGM and that 1<sup>st</sup> Henfield is a registered charity.</li> <li>GW explained that the Scout Council is all parents and families and that as parents everyone has a voice and say in matters.</li> <li>GW explained the annual report and accounts are on our website for all to read: <a href="http://www.henfieldscouts.co.uk">www.henfieldscouts.co.uk</a></li> <li>GW explained the AGM would form two parts; formal AGM governance (giving a brief overview of the trustee board v's the operational side of our scout group) and MW's annual review as GLV, followed by the awards.</li> <li>Apologies received from Chris Davies.</li> </ul>
2	Thanks to our volunteers (GW)	<ul style="list-style-type: none"> <li>GW explained our volunteers are vital to the success of our group and that there are many different levels of volunteering available.</li> <li>Video created by James Beer was played.</li> <li>GW explained James is dad to Charlie in Beavers and is a professional videographer, giving his time to help promote our group – again highlighting how parents can get involved in different ways and even if they can't commit to helping regularly every week.</li> </ul>
3	Review of the last year Mark Williams (MW)	<p>MW gave a review of all sections showing slides with photographs of all the activities our young people had been involved in. Highlights included:</p> <p>Squirrels</p> <ul style="list-style-type: none"> <li>A fantastic first year for our Squirrels section.</li> </ul>

		<ul style="list-style-type: none"> <li>• The Squirrels have been absolutely brilliant and 6 achieved their Chief Scout Acorn.</li> <li>• Leaders have noticed that when they move up to Beavers, they have a fantastic skill set established which shows how good it is to start scouting at the age of 4.</li> <li>• MW highlighted the need for more Squirrels leaders as there are 19 children on the waiting list! Our squirrel's leader, Vicki Blondel, has written the programme so we just need a leader to come and deliver it!</li> </ul> <p>Beavers</p> <ul style="list-style-type: none"> <li>• MW explained we operate a rolling 2-year programme rotation which we are nearly at the end of.</li> <li>• Many Beavers have achieved their Chief Scout Bronze award.</li> <li>• Highlights include camps, beach visits, fires, shooting (nerf guns) and 10-mile hikes!</li> </ul> <p>Cubs</p> <ul style="list-style-type: none"> <li>• 6 of our Cubs have achieved their Chief Scout Silver Award.</li> <li>• Highlights include shooting, archery and camps.</li> </ul> <p>Scouts</p> <ul style="list-style-type: none"> <li>• MW explained there has been lots of community involvement for our Scouts this year including a senior Citizen dinner and a volunteer day when our Scouts did the catering and served all the customers!</li> <li>• Highlights have also included competitions.</li> </ul> <p>Scouts</p> <ul style="list-style-type: none"> <li>• Highlights included Escape and Hunt</li> </ul> <p>Explorers</p> <ul style="list-style-type: none"> <li>• MW explained John Morley is our Explorer leader.</li> <li>• MW highlighted how great our Young Leaders have been this year and encouraged Scouts and parents to consider this. MW explained there are many Young Leader awards available.</li> <li>• MW highlighted Explorers have been working on their missions/modules.</li> </ul> <p>SAS</p> <ul style="list-style-type: none"> <li>• MW explained the SAS is a recent creation standing for Scout Activity Support. One of the positives of this has been that we were losing valuable leaders as their children 'aged out' but now it gives leaders/volunteers the opportunity to stay involved, for example, just supporting one activity like shooting or archery. Training is available at no cost for volunteers.</li> <li>• MW explained we need more volunteers to help with activities such as archery, hill climbing, or catering when we have high numbers of people to feed, for example, the all-group summer 2-night camp.</li> </ul>
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4	Governance Matters (GW)	<p>1. Approval of Minutes from last AGM (116<sup>th</sup> AGM in 2023): - Approved</p> <p>2. Adopt Constitution: - Adopted – see annual report</p> <p>3. Group's financial year noted 1 April -31 March: - Noted</p> <p>4. Approve appointed and community members of the Group Scout Council: - None</p> <p>5. Agree number of members that can be appointed to the trustee board: - Min 5, Max 12; proposed model for 1<sup>st</sup> Henfield Scouts is 8 - Agreed</p> <p>6. Agree quorum for future Scout Group Council meetings: - 10 people including GLV &amp; Chair - <b>Agreed</b></p> <p>7. Receive and consider the Annual Report of the Group Trustee Board, including the Annual Statement of Accounts: GW informed everyone that the Annual Report circulated via 1<sup>st</sup> Henfield Scouts Website &amp; the following financial summary</p> <p>GW explained Frazer Pattenden was Trustee Board Chairperson until April 2024 and has stepped away from the role for personal reasons at present.</p> <p>Emma Oliver-Taylor's role has changed from Secretary (voting position) to Administrator (non-voting position).</p>
5	Trustee Appointments Board	<p>The following appointments were agreed:</p> <p>Chairperson: Giles Welsh</p> <p>Treasurer: Gayle Williams</p> <p>Other Trustees (ex-officio, appointed and co-opted):</p>

		<p>Ex-Officio – Group Lead Volunteer (GLV) Mark Williams</p> <p>Appointed: John Morley (Explorers Leader), Kalie Morrison (Deputy GLV), Richard Tai-Chidlow (2007 Scouts Leader)</p> <p><i>GW highlighted there are currently two vacancies for trustees.</i></p> <p>Independent Auditor/Examiner: A&amp;B Matters Ltd</p> <p>Our outgoing Treasurer, Graham Denyer, retired after 39 years. He was presented with certificates by GW and Cameron Baldock, our District Commissioner.</p>
6	Closing remarks	<p>Closing remarks made by GW and MW with thanks given to all our volunteers.</p> <p>AGM officially closed at 19:30.</p>
7	Award Presentations	<p>The AGM was followed by the presentation of awards by our GLV, Mark Williams.</p>