



Annual General Meeting
1st Ivinghoe and Pitstone Scout Group
Monday 29th January 2024 at 19.30
Location: Scout Hut

Meeting Opened at 19.30

Present: Ben Storrar (Group Secretary), Martin Lee (Group Treasurer), Jakki Davies, Helen Jeeves, Helena Brennan, Dan Jones, Al Lucas, Dan Lee, Izzy Robinson, Rob Peisley, Benjamin Woods

Minutes taken and prepared by Ben Storrar, Group Secretary

1) Welcome:

Helena Brennan opened the meeting, explaining that she was acting as meeting chair, in the absence of the Group Scout Leader, and with no current Group Chair.

2) Apologies for absence were noted, as follows:

Andrew Woods (Group Scout Leader), Mark Rutland (District Commissioner), Rosie Storrar, Julie Every, Rob Mercel, Lorna Wines.

3) Approval of Minutes of previous EGM

The minutes of the most recent AGM were circulated: this was an Extraordinary General Meeting (EGM), which was held on 6th June 2022. It was explained to the meeting that the minutes had previously been approved by the Trustee Board.

Decision: The chair asked the meeting to agree that they are a true record of the meeting. This was seconded by Al Lucas and approved by a unanimous vote.

4) Group Scout Leader's and Chair's report

The chair explained that she would provide an update on the Group's current situation, having liaised with the rest of the Trustee Board in advance.

On behalf of the Group Scout Leader, Helena thanked all members of the group for their continuing and much appreciated efforts in the last year. Ben Woods updated that the census figures have been approved and thanked the leaders for their help with

compiling the data.

Membership numbers:

Helena provided an update on youth membership numbers, which are healthy and show the continuing popularity of the group. The numbers were taken from the meeting minutes of the December Trustee Board. It was noted that these had subsequently changed.

The breakdown of numbers by section was:

- Windmill Beavers 17
- Watermill Beavers 20 (with 2 Young Leaders)
- Windmill Cubs 22
- Watermill Cubs 18
- Scouts 23 (with 1 Young Leader)

Waiting list:

The meeting heard that the waiting list has 42 young people, ageing from 4-10 years in age. There are 9 possible new starters in January, plus 6 people who are potentially trying again, and 2 Scouts moving up to Explorers.

The waiting list policy has been recently introduced and actively used, as we are getting enquiries from Tring and the other surrounding villages. We consulted with District about the policy before issuing it.

Trustee Board (formerly known as the Executive Committee):

The Board have met regularly over the past year. We currently have 6 members and are still searching for a Group Chair.

Trustee board and new constitution:

Having previously discussed this by email, the Board confirmed their agreement with the text of the new Group Constitution, which had been amended to include the recent changes to POR. This will be discussed later in this AGM.

Section updates:

Whilst these were not originally planned for this meeting, we were pleased to hear an update from Izzy Robinson (Scouts) and Jakki Davies (Beavers). Their account of their year is included at the end of these minutes.

5) Governance Topics

Helena noted to the Group Scout Council members present that this part of the meeting is a necessary part to make sure that the charity's foundations are in good order.

5A: Governance Changes:

The national changes to Executive Committees were explained and discussed. Executive Committees have been replaced by Trustee Boards, whose focus and remit is on governance, rather than operational tasks.

We propose that we adapt our governance structures to incorporate these changes. The Trustee Board have previously agreed that:

- The Executive Committee is now retitled the Trustee Board.
- The Trustee Board retains a Secretary as a trustee.
- That the 2014 Group Constitution is replaced by a version that mirrors the model constitution in POR chapter 5. Copies of the new 2024 constitution were circulated and discussed.

The meeting was asked to approve the changes outlined above.

Decision: A resolution to adopt the model constitution from POR chapter 5 and all the governance changes noted above was seconded by Izzy Robinson and unanimously approved.

5B: Group's Financial Year

Martin provided an update on the Group's finances. Members were asked to note that our charity's financial year is 1st April to 31st March.

As the most recent EGM was in 2022, the report covered the intervening two years.

We are in a healthier financial position than for some years, with access to online banking and more streamlined processes. Martin provided a top line summary of our two bank accounts, with the current account having around £40,000 and our savings account (the hut fund) around £28,000. The accounts are now in balance and Martin is very proactive in making sure all payments are made.

5C: Trustee Board Members

We must agree at the AGM the number of people that can be elected to the Trustee Board. The recommendation from the outgoing Trustee Board is that 6 people can be elected.

Decision: this was seconded by Ben Ineson and unanimously approved.

5D: Quorum

We must agree at its AGM the quorum – the minimum number of Group Scout Council members that must be present at a meeting of the Group Scout Council. The recommendation from the outgoing Trustee Board is that the quorum should be set at **10** persons. The Group Scout Council is asked to approve that recommendation.

Decision: this was seconded by Ben Woods and unanimously approved.

We must agree at its AGM the quorum for Trustee Board meetings, and any sub-committee meetings. We propose that the Trustee Board quorum be set at **50% plus one** and that any sub-committee quorums be set the same. The Group Scout Council is asked to approve that recommendation.

Decision: this was seconded by Ben Woods and unanimously approved.

6) Chair's Introduction

Helena noted to the Scout Council members present that this part of the meeting is to look at the annual reports and make appointments.

Approval of Accounts

The Trustee Board has approved the Annual Report and Statement of Accounts and Accounts for 2021-22 and 2022-23. The report on the accounts has been received from the **Scrutineer, John O'Keefe**. The Trustee Board are very grateful to John for his help.

Martin explained the accounts for the two years and that they had been scrutinized by John O'Keefe. A number of questions were asked, including on the cutting of grass around the hut.

Thanks were given to Martin for getting the accounts in such good shape.

7) Appointment of Group Chair

Helena noted to the Group Scout Council members present that this part of the meeting sets the charity up to be well-led during the period until the next AGM. The Group Scout Council appoints a Trustee Board to ensure good governance for the charity over the next year.

7a. To approve the GSL's nomination of the Group Chair

We don't have a nomination for Group Chair this year. Expressions of interest are very welcome.

7b. To elect the Group Secretary

The 'Group Secretary' is an elected appointment and, as required, **Ben Storrar** has been formally proposed and seconded. The group confirmed that this role would continue to act as a Trustee Board member.

Decision: This was approved by a unanimous show of hands.

7c. To elect the Group Treasurer

The 'Group Treasurer' is an elected appointment and, as required, **Martin Lee** has been formally proposed and seconded.

Decision: This was approved by a unanimous show of hands.

7d. To elect persons to the Trustee Board

The following have been formally proposed and seconded as Board members.

Helena Brennan

Al Lucas

Benjamin Woods

Decision: This was approved by a unanimous show of hands.

7e. To appoint the Scrutineer / Independent Examiner / Auditor

John O'Keefe has been proposed and seconded and is qualified for the role.

Decision: This was approved by a unanimous show of hands.

8) Close of meeting

A question was asked about the Groups accounts and it was confirmed that the accounts are now up to date.

Some further questions were asked about the national transformation project and whether there was an update. Ben Woods explained that there was a national delay and the extent of the changes are still to be communicated.

Helena thanked everyone for attending and for their continued support for the Scout Group.

The meeting closed at 20.15

Beaver Section Report - 29th January 2024



Summer 2023

Summer 2023 was eventful as we embarked on our 'community impact' project: Ivinghoe and Pitstone won the 'Helping your community grow' competition at Dobbies garden centre. Aylesbury. Thank you to everyone who voted for us and Debbie's who donated £1000 worth of plants and compost to create a bit of a community garden outside our village hub. We were glad to have Dan Jones and his van as a member of our team. The large planter made by Shelley and Nigel from recycled wood can still be seen as a reminder of the coronation of King Charles 111



We photographed our progress for the 'Photographer' badge. And learned a lot about gardening for our 'Gardener badge'. Thank you to Geoff for the informative tour of his allotment.

Despite the really hot summer we had a slightly drizzly but very enjoyable summer 'Adventure camp' at Phasels Wood. Lots of adventurous activities as well as some home grown ones; making natural mandalas, camp gadgets, and star weaving.



Finishing off the term with our traditional water party. lots of fun and games on Ivinghoe Lawn.

We said goodbye to Beavers moving on.

Sadly we had to say goodbye to Liz and Laura as their children moved to Cubs we wish them all the very best.



Autumn 2023

Lots of skills covered during the autumn term and we were grateful to have the assistance of Nicoleta on a Tuesday and Rosie on a Monday.



Amongst many other skills. Animal husbandry also featured as we covered the 'Animal Care' badge. We purchased worms from 'Worms Direct' and cared for them over a period of weeks. We visited the Two Oaks Animal Sanctuary in Northchurch where we groomed the ponies amongst other tasks with a £5 donation, and donated cat food to feed the many cats cared for at the sanctuary.



The Beavers enjoyed their time exploring Wendover Woods as they took part in 'The Big O' in the autumn.



For the first time we sent some Beavers to the County Sleepover at Gulliver's Land in Milton Keynes.

Beavers were involved in planning a sleepover this term. They planned some activities and they voted for the ones they liked the sound of the most. Knights and castles as a theme won with Autumn being a close second. So going with the majority we did our best to fulfil their wishes. We didn't expect or foresee the fantastic offer of a fencing taster from Ben which was a real bonus.





Catering was provided by the Daisy Chain cafe in the village hub at a very reasonable cost. And then campfire, 'The sword in the stone' and bed.



The term ended and we said goodbye to Nicoleta with 3 Beavers from Windmill and 3 from Watermill with their Bronze Awards.

As well as the District Christmas party with Colonel Custard we enjoyed a party in Pitstone Memorial Hall with Christmas jumpers and a visit from Father Christmas.



Spring 2024

This term we are focussing on our digital skills, considering how we use computers. How to be a good friend online and the devices we use to communicate. We will be giving instructions and making something online. Some of the Beavers will be visiting the Apple Store in Milton Keynes for a workshop.

Before the evenings become too light a night hike to chips is planned.

We will also be undertaking the 'Experiment' badge and it is hoped that some of the Beavers will gain the CREST Star Award. A visit to the science and natural history museums is being planned, with a transport camp at the Boyd Activity Centre in the summer.

Currently Watermill Beavers has 16 Beavers with two volunteers and Windmill 18 with one. We are supported with parents on a rota.

At Easter we have 5 Beavers moving on from Watermill and 1 from Windmill. We expect most of them to achieve their Bronze Award.

Scout Section Report

We currently have 28 Scouts, 6 girls and 22 boys.

Since our last meeting in April 2023 we had a busy summer term. 13 Scouts attended a very successful St Georges Day event at Cottesloe School. We volunteered at the Village Fete and Marsworth Steam Rally and had an evening at the Church clearing the lower church gulleys and the ivy from the trees and Churchyard walls and learnt all about the Church bells. We managed to spend as much time outside as possible which the Scouts enjoyed. We cooked ratatouille and flat bread on the gas hobs and a group of 20 Scouts climbed at Big Rock in Milton Keynes.

There was no resting up in the Autumn Term - In their patrols, the Scouts ran an extremely successful evening of activities for the Cubs and didn't let lack of light or rain spoil the evening.

Bucks Big O was back in October and we had success at both ends of the scale – with John winning the Leaders trophy for the 4th time, and a Scout team coming 3rd and one coming last! We decided to combine the Big O with our Expedition Challenge so after the Big O, our 4 senior Scouts walked to Braid Wood and camped for the night. Finishing up in Tring on Sunday lunchtime, the Scouts had walked 32km in 2 days.

We had a good turnout of 17 smartly dressed Scouts at Remembrance Day. In November we met on a Saturday morning and took the Scouts onto the water

near Wilstone with the kayaks. We had 3 groups of 9 Scouts each having an hour of kayaking including races and “crossing the kayaks”. Only 1 Scout managed to capsize.

At the end of November, The I&P Heroes team of 4 set off on the Grimsdyke Hike competition, they walked 16km and had 300m of climbing. They were the first team back with the fastest time for the junior route of 3hrs 28 and we were very pleased to welcome Brian Shelley from Amersham to the hut last Friday to present the trophy.

We delivered 799 Church flyers walking 24 streets around Pitstone and enjoyed cooking and eating campfire Christmas puddings.

This term we have had a week of getting to know you games, a night of problem solving games and celebrated Burns Night. The Scouts peeled and chopped carrots, swede and potatoes and enjoyed eating them with Haggis.

Coming up this term we’ve got a hike, an evening of martial arts, we’re working on 1st Aid and over the weekends, Ben is busy training with a team for the Endurance event in March.

Scout Leaders have also represented the Group reading at the 9 Lessons and Carols, at the WI Quiz night and Ben and Izzy went to a WI meeting in January to accept a cheque from them as we were their chosen charity for their fundraising last year.

Ivinghoe and Pitstone Boy Scout Group (11401)

Receipts and payments account

	For the year from	4/1/2022	To
Receipts and payments			
		2023	
		£	
Receipts			
Donations, legacies and similar income			
Membership subscriptions		14317.50	
Donations for New Hut		371.09	
Legacies			
Gift Aid		9657.36	
Other similar income			
Sub total		24345.95	
Grants			
Maintenence grant		0.00	
Other grants		0.00	
Sub total		0.00	
Fundraising events (gross)			
Vale Lottery		304.50	
Golden Giving		1446.48	
Amazon core		19.77	
Easy Fundraising		378.59	
Other Fund Raising		4108.73	
Green People Clothes Recycling		203.40	
Sub total		6461.47	
Scout hut income			
Hire of building		0.00	
Hire of equipment		0.00	
Other Scout hut income		0.00	
Sub total		0.00	
Investment income			
Bank interest		40.22	
The Scout Association Short Term Investment Service		0.00	
Other investment income		0.00	
Sub total		40.22	
Total Gross Income		30847.64	
Asset and investment sales, etc.		0.00	
Total receipts		30847.64	

Ivinghoe and Pitstone Boy Scout Group (11401)

Receipts and payments account

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	For the year from	4/1/2022	To
Receipts and payments			
		2023	
		£	
Payments			
Charitable Payments			
Membership subscriptions paid on (National/County/Area/District)		12431.00	
Youth programme and activities		446.32	
Adult support and training			
Rent			
Water and Sewerage		258.53	
Electricity and Gas		896.39	
Insurance		1083.20	
Cleaning		20.00	
Equipment and Neckers		324.13	
refunds to parents and leaders		203.00	
OSM			
Uniforms			
AGM and trustee expenses			
Section Activity funds		3050.08	
Grass Cutting		360.00	
Fire Equipment Servicing			
Sub total		19072.65	
Fundraising expenses			
Diggerland		2055.00	
Other fundraising costs		405.02	
Sub total		2460.02	
Total Gross Expenditure		21532.67	
Asset and investment purchases, etc.		0.00	
Total payments		21532.67	
Net of receipts/(payments)		9314.97	
Cash funds last year end		45852.10	
Cash funds this year end		55167.07	

Ivinghoe and Pitstone Boy Scout Group (11401

Receipts and payments account

	For the year from	3/31/2022	To
Statement of assets and liabilities at the end of the year			
		2023	
		£	
Cash funds			
Bank current account		45129.45	

Bank deposit account		9182.94	
The Scout Association Short Term Investment Service		0.00	
Cash/Floats		1145.38	
Total cash funds		55457.77	
Other monetary assets			
Tax claim		0.00	
Debts due from the County/Area/District/Group		0.00	
Insurance claim		0.00	
Sub total		0.00	
Investment assets			
Investment property - detail		0.00	
Quoted investments		0.00	
Other investments - detail		0.00	
Sub total		0.00	
Non monetary assets for charity's own use			
Badge stock		0.00	
Shop stock		0.00	
Other stock		0.00	
Land and buildings		0.00	
Motor vehicles		0.00	
Scouting equipment, furniture etc		0.00	
Other		0.00	
Sub total		0.00	
Liabilities			
Accounts not yet paid		0.00	
Expenses incurred but not invoiced		0.00	
Subscriptions not yet paid		0.00	
Loan - detail		0.00	
Other liabilities		0.00	
Sub total		0.00	
Total net assets		55457.77	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) on their behalf by

Signature		Print	

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proved by the counts) and signed	
Name	
Chair	
Treasurer	

Scrutineer's Report to the Trustees of Ivinghoe and Pitstone Boy Scout Group

I report on the accounts of the Group for the year ended 31 March 2023

Respective responsibilities of Trustees and Scrutineer

As the Group's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's constitution, I have scrutinised the records and the accounts set out on pages 1 to 3

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.



Name:Mr J K O'Keeffe ACA.....

Address: ..4 Rowland Close.....

.....Pitstone.....

.....Bucks.....

.....LU7 9FP.....

Date:28th January 2024.....

Ivinghoe and Pitstone Boy Scout Group (1140180)
Receipts and payments account

	For the year from	01/04/2022	To	31/03/2023
Receipts and payments				
		2023		2022
		£		£
Receipts				
Donations, legacies and similar income				
Membership subscriptions		14317.50		11125.00
Donations for New Hut		371.09		0.00
Legacies				0.00
Gift Aid		9657.36		0.00
Other similar income				0.00
Sub total		24345.95		11125.00
Grants				
Maintenance grant		0.00		0.00
Other grants		0.00		0.00
Sub total		0.00		0.00
Fundraising events (gross)				
Vale Lottery		304.50		490.50
Golden Giving		1446.48		1347.38
Amazon core		19.77		10.44
Easy Fundraising		378.59		448.64
Other Fund Raising		4108.73		8682.29
Green People Clothes Recycling		203.40		
Sub total		6461.47		10979.25
Scout hut income				
Hire of building		0.00		0.00
Hire of equipment		0.00		0.00
Other Scout hut income		0.00		0.00
Sub total		0.00		0.00
Investment income				
Bank interest		40.22		0.90
The Scout Association Short Term Investment Service		0.00		0.00
Other investment income		0.00		0.00
Sub total		40.22		0.90
Total Gross Income		30847.64		22105.15
Asset and investment sales, etc.		0.00		0.00
Total receipts		30847.64		22105.15

Ivinghoe and Pitstone Boy Scout Group (1140180)

Receipts and payments account

	For the year from	01/04/2022	To	31/03/2023
Receipts and payments				
		2023		2022
		£		£
Payments				
Charitable Payments				
Membership subscriptions paid on (National/County/Area/District)		12431.00		0.00
Youth programme and activities		446.32		0.00
Adult support and training				0.00
Rent				0.00
Water and Sewerage		258.53		143.91
Electricity and Gas		896.39		688.02
Insurance		1083.20		1057.87
Cleaning		20.00		0.00
Equipment and Neckers		324.13		189.00
refunds to parents and leaders		203.00		0.00
OSM				0.00
Uniforms				0.00
AGM and trustee expenses				0.00
Section Activity funds		3050.08		1839.70
Grass Cutting		360.00		260.00
Fire Equipment Servicing				54.73
Sub total		19072.65		4233.23
Fundraising expenses				
Diggerland		2055.00		0.00
Other fundraising costs		405.02		0.00
Sub total		2460.02		0.00
Total Gross Expenditure		21532.67		4233.23
Asset and investment purchases, etc.		0.00		0.00
Total payments		21532.67		4233.23
Net of receipts/(payments)		9314.97		17871.92
Cash funds last year end		45852.10		27980.18
Cash funds this year end		55167.07		45852.10

Ivinghoe and Pitstone Boy Scout Group (1140180)

Receipts and payments account

	For the year from	31/03/2022	To	31/03/2023
Statement of assets and liabilities at the end of the year				
		2023		2022
		£		£
Cash funds				
Bank current account		45129.45		35854.80
Bank deposit account		9182.94		9142.72
The Scout Association Short Term Investment Service		0.00		0.00
Cash/Floats		1145.38		854.58
Total cash funds		55457.77		45852.10
Other monetary assets				
Tax claim		0.00		0.00
Debts due from the County/Area/District/Group		0.00		0.00
Insurance claim		0.00		0.00
Sub total		0.00		0.00
Investment assets				
Investment property - detail		0.00		0.00
Quoted investments		0.00		0.00
Other investments - detail		0.00		0.00
Sub total		0.00		0.00
Non monetary assets for charity's own use				
Badge stock		0.00		0.00
Shop stock		0.00		0.00
Other stock		0.00		0.00
Land and buildings		0.00		0.00
Motor vehicles		0.00		0.00
Scouting equipment, furniture etc		0.00		0.00
Other		0.00		0.00
Sub total		0.00		0.00
Liabilities				
Accounts not yet paid		0.00		0.00
Expenses incurred but not invoiced		0.00		0.00
Subscriptions not yet paid		0.00		0.00
Loan - detail		0.00		0.00
Other liabilities		0.00		0.00
Sub total		0.00		0.00
Total net assets		55457.77		45852.10
The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by				
Signature		Print		Name
				Chair
				Treasurer