

5TH IPSWICH (ST ANDREWS) SCOUT GROUP

England & Wales - Charity number 267758

Details

Status Registered

Legal form Other

Registered 1974-07-04

Register [View on the Charity Commission register](#)

Contact

Address 28 Mayfield Road
Ipswich
IP4 3NE

Phone 07837178130

Email daveysr@btinternet.com

Website 5thipswichscouts.btck.co.uk

Activities

Objects: THE INSTRUCTION OF BOYS OF ALL CLASSES IN THE PRINCIPLES OF DISCIPLINE, LOYALTY AND GOOD CITIZENSHIP.

Activities: The development and instruction of young people in the principles of discipline, loyalty and good citizenship using trained volunteer leaders dedicated to our beaver, cub and scout sections.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** IPSWICH
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£28,705	£17,552	-	-
2024-03-31	£20,067	£30,514	-	-
2023-03-31	£21,657	£14,924	-	-
2022-03-31	£26,430	£26,743	-	-
2021-03-31	£17,217	£22,787	-	-

Trustees

Name	Role	Appointed
Angela Dean		2024-07-12
Christina Macdonald		2013-07-01
Rev Alan Comfort		2025-07-15
STUART DAVEY		2017-07-22
Stuart Wright		2014-01-01

5TH IPSWICH (ST ANDREWS) SCOUT GROUP

England & Wales - Charity number 267758

Accounts

5th Ipswich Scout Group



Annual General Meeting 2025

Raven Hut, Hallowtree Scout Activity Centre

Tuesday 15th July 2025

(Group Fun Night arrive from 6.30pm)

(If attending for just the AGM please arrive 7.15pm for 7.30pm start)

Agenda

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
 - a. Approve the minutes of the last Annual General Meeting
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Note the Group's financial year
 - d. Approve appointed and community members of the Group Scout Council
 - e. Agree the number of members that may be appointed to the Trustee Board
 - f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)
- 4. Review of the previous year**
 - a. Group Lead Volunteer's report
 - b. Group Chair's report
 - c. Group Treasurer's report, including the annual Statement of the Accounts
- 5. Making appointments**
 - a. Appoint the Group Chair
 - b. Appoint the Group Treasurer
 - c. Appoint members of the Group Trustee Board
 - d. Appoint the Scrutineer
- 6. Closing remarks**
 - a. Address by Orwell District Scouts leadership team representative
 - b. Closing remarks from Group Chair



5th IPSWICH SCOUT GROUP

Minutes from 2024 Group Annual General Meeting



AGM was held at the Scout Hall on Friday 12th July 2024

1. Introduction and welcome

Michelle as Chair welcomed everyone to the meeting. Stuart as Group Lead Volunteer explained the structure of the meeting.

2. Apologies for absence

Jane (Cub Leader) and Chris (Scout Leader)

3. Governance topics

3a. Approve the minutes of the Annual General Meeting held on Tues 18th July 2023

The Group Trustee Board had reviewed the minutes of the previous AGM at their meeting held on 18th July 2023 a copy of which is in the report pack. The Chair put forward these minutes are taken as read and asked the Group Scout Council to agree they're a true record of that meeting.

Seconder- Tina.

Minutes approved,

3b. Adopt the model constitution from Policy, Organisation and Rules (POR)

In line with the recommendation from Scout Headquarters, the Group Trustee Board proposed we adopt the model constitution from Chapter 5 of Policy, Organisation and Rules (POR). Copies of the appropriate section were available at the meeting.

Seconder - Tina

Motion agreed.

3c. Note the Group's financial year

Can the Group Scout Council members please note our charity's financial year is 1st April to 31st March.

3d. Approve appointed and community members of the Group Scout Council

Chair explained that the Group Scout Council can admit other people to membership. Chair advised that those present here are nominated as Group Scout Council members. We currently have no additional appointed members or community members from outside of the Group.

Membership of the Group Scout Council is detailed POR Rule 5.4.4

3e. Agree the number of members that may be appointed to the Trustee Board

Following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5, and no more than 12, Trustees in total. This includes the ex officio (Group Lead Volunteer) and any co-opted Trustees.



5th IPSWICH SCOUT GROUP

Minutes from 2024 Group Annual General Meeting



The Group Scout Council must agree the number of people to be appointed to the Trustee Board. The outgoing Trustee Board recommends that 7 people are appointed. The Chair proposed the Group Scout Council approves that recommendation.

Seconded by Claire Brown.

Motion agreed.

3f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)

The Group Scout Council must agree its quorum – the minimum number of Group Scout Council members that must be present at Group Scout Council meetings. The outgoing Trustee Board recommends the quorum should be set at 12 people.

Michelle as Chair proposed, seconded by David.

Motion agreed.

4. Review of the previous year

4a. The Group Lead Volunteer presented his report- as attached in the report pack for the AGM

4b. Group Chair presented her report- as attached in the report pack for the AGM

4c. Group Treasurer presented his report and annual Statement of Accounts as attached in the report pack for the AGM

The Chair noted the Group Trustee Board has approved the Annual Report and Statement of Accounts, and has received the report on the accounts from the Scrutineer, Tim Harvey, copy of which is in the AGM report pack. Chair thanked the Treasurer, Suart Davey, for all his work during the year with both the Group accounts and the Scout section accounts.

Reports were all taken as read with no additional comments or questions raised.

5. Making appointments

5a. [Appoint the Group Chair, following recommendations from the open selection process initiated by the Group Trustee Board

Stuart as Group Lead Volunteer explained the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that Michelle Jones should be appointed as Group Chair. Show of hands second it.

Michelle was reappointed as Chair.

5b. Appoint the Group Treasurer, following recommendations from the open selection process initiated by the Group Trustee Board.

Chair explained the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that Stuart Davey should be appointed as



5th IPSWICH SCOUT GROUP

Minutes from 2024 Group Annual General Meeting



Group Treasurer.

Show of hands approved the motion.

5c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board

Chair explained the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that Angela Dean should be appointed as a member of the Group Trustee Board.

Proposed by Stuart, seconded by Tina and Rachel. Motion approved.

Chair thanked the Trustees for their work during the year and, in particular, those members who are standing down – Tina, Jane & Chris.

5d. Appoint the Scrutineer

Treasurer proposed Tim Harvey

Chair confirms that Tim Harvey has been proposed, seconded and is qualified for the role, and asks for a show of hands to approve.

Motion approved.

6. Closing remarks

6a. Address by District Representative

Carl Cracknell (Orwell Deputy District Commissioner) thanked all people present for all their support over the year and ongoing..

6b. Closing comments for Group Chair

The meeting was concluded by the Chair thanking everyone for attending the meeting.



5th IPSWICH SCOUT GROUP

Beaver Colony Report 2024 – 2025



Our Beaver colony has continued to run with a nice number attending every Tuesday evening during term time. We have been running with Tina, Lia, Rachel, Aaron and Rebecca. We also had someone help on their Duke of Edinburgh for a few months.

Badges and activities the beavers have been working on

We have been working on lots of different badges over this past year and completed and presented many of them. We aim for at least two activity badges in a term and work towards one challenge award in a term.

In the recent term we have been working on and completed the Explore and Teamwork challenge awards plus the Navigator stage 1 and Hikes 1 activity badges.

Over the last year we have competed in the District Mini Olympics where 5th Ipswich won. We had our own group sleepover in Raven Hut at Hallowtree where we completed the Space activity badge. We also had a Beaver session called “Beavers Got Talent” where the Beavers were able to showcase their hidden talents. This term saw the Beavers attend the St. Georges Day Parade and a District event at Africa Alive followed by a sleepover. We recently went on a hike of the Rushmere area, had a water night which ended with sponge dodgeball, and went to Hallowtree to have time on the assault course and boulder wall.

Beaver numbers and waiting list

We have kept our Beaver colony to an average of 18 Beavers every Tuesday evening. We do have a waiting list currently and once our older Beavers move onto Cubs we will be able to introduce new Beavers into the colony to a maximum of 18 due to ratios. Invitations for these new Beavers will be handed out once spaces become available.

Thank You

As always, our Beaver Colony wouldn't be able to run without the amazing support we have from the parents who bring their children, sew the badges on, support our group, and allow their children to come and join us on the amazing events we do.

I cannot express my thanks enough to the continued support from amazing volunteers who are beside me every Tuesday. I could not run the colony every week without them, so a very big thank you goes to Lia, Rachel, Aaron and Rebecca.

I am feeling confident that the Beaver colony is being left in good and capable hands once I officially step down from my Beaver Team Leader Role.

I have always been so happy to see our Beaver Colony grow and the children have fun, I hope this will continue for a long time.

Christina MacDonald – SNOWY – Beaver Team Leader



**Cub Pack Report
2024 – 2025**



Currently we have 19 Cubs, with three ready to move on to Scouts during September. Some new joiners from outside the Group, friends of existing Cubs, have just started and should be invested in September. The next set of Beavers moving up to Cubs will be around Christmas this year so I expect numbers to remain around 18-20.

Over the past year we have continued to programme our meetings around the necessary requirements for the Challenge Awards and also to give the Cubs the opportunity to gain a variety of Activity badges. Those awarded before December 24 included Adventure, Skills, and Teamwork challenge awards plus Home Safety and Astronomer activity badges.

The Autumn term finished with a Christmas Party at the hall with a surprise leaving presentation for Jane and Nicki (unfortunately David was unable to attend so I presented his leaving gift to him afterwards).

Over the past six months we have

- celebrated Burns Night including some indoor versions of the Highland games,
- completed some mini pioneering projects including getting eggs from one side of the hall to other without breaking them!
- done some fun science experiments and completed the Scientist badge
- completed map and compass work and a mini hike for the Navigator Stage 2 badge
- practiced fire building using chocolate fingers (not fish fingers Snowy!) and sweets and then had a go at making the real thing with all the Cubs managing to light their own fires in the car park and toast marshmallows.
- had several team challenges and games towards the Adventure, Skills, Teamwork and Team Leader challenge awards.

We are also proud that two Cubs that have moved on to Scouts gained their Chief Scout's Silver Award.

Our Pack has taken part in several District events this year: the District Quiz, a team in the District ten pin bowling competition and also a good attendance at St. George's Day.

Unfortunately leader availability has meant that we have been unable to do any camps or sleepovers during the year and that is something we need to improve on to meet the standards set by Scout HQ as we are required to offer at least one such event per year.

During the Summer holidays we are planning to arrange an activity day or overnight camp at Hallowtree to enable the older Cubs to complete their Outdoor Challenge and Adventure Challenge Awards as well as appoint new Sixers and Seconders ready for the new school term.

Thank you to all the parents for their support during the year, those that have helped with activities, and especially to Angela Dean for stepping in to run the tuck shop.

My closing thanks go to Chris, Aaron and Tina who in addition to their roles in the other sections have helped keep the Cubs section running each week and also to Harriet Rush, a former Scout, who has been helping as an adult volunteer over the past few months.

Stuart Wright (Group Lead Volunteer and acting Cubs Team Leader)

**Scout Troop Report
2024 – 2025**

Chris Jones (Scout Team Leader) Moira Bryan (Scout Team Member) supported by Clare Goodchild and Stuart Davey.

Since the last AGM the number of Scouts has stayed around 22.

All the Scouts are working hard towards several badges that we have been running since last year. These include the World, Adventure, Creative, Outdoor, Teamwork and Skills Challenge Awards plus several of the Activity and Staged badges.

In April Mrs Goodchild contacted the 1st Bahrain Scout Troop as part of our World challenge award badge. We have been in contact all through the summer. The leaders have been exchanging pictures and videos of activities and camps. The Scouts of each Troop have been doing short videos on things like their hobbies, what they like about Scouts and what we do in Scouts. In May both groups did an international meeting showing all the pictures and videos and our Scouts learnt about Bahrain, including trying typical food.

In November we helped the Firework team set up the annual Orwell District Firework Display where the Scouts spent the day setting up the fire and general service/maintenance around Hallowtree ready for the evening's display. During the display the Scouts helped marshal the fence line.

We had a good attendance at Remembrance Sunday at the Cenotaph in Christchurch Park and there was a good turnout for St George's day parade held in Felixstowe, with one of our Scouts doing a reading.

In June the Scouts attended the Orwell District camp at Hallowtree, which was the first Scout camp for some. They enjoyed lots of activities on the Saturday including shooting, archery, abseiling, ariel runway, wide game, murder ball and much more ending in evening with It's a Knockout. The 5th Ipswich Scouts won the Stokers challenge in where a team of 5 had to solve a challenge (the shield is in the display case in the entrance of the hall).

Looking forwards:

Over the next year we are looking forward to doing a lot more activities and badge work which will include: -

- September - Camp at Hallowtree (T.B.A.)
- October - the District night hike.
- October - a day helping at Hallowtree setting up ready for the Firework display.
- December - The Christmas party (venue T.B.A.)
- June 26 - District Camp at Hallowtree.
- And much more.

If you would like to help or have a skill or hobby you think the Scouts (or one of the other sections) may be interested in please contact one of the section Leaders.

Moira (Chilli), and I (Skip) would like to take this opportunity to say a big, huge thank you to all the parents, Scouts and helpers for all their help and support over the past year.

Chris Jones (SKIP) Scout Team Leader

Moira Bryan (CHILLI) Scout Team Member



5th IPSWICH SCOUT GROUP

Group Lead Volunteer's Report 2024-2025



It has been another steady year across the Scout Group with youth membership staying fairly stable in all the three sections and our Trustees continuing to provide great support behind the scenes.

In December we said farewell to Jane and Nicki after many years of service in the Cub pack. David retired from the Cub pack at the same time however will stay connected to the Group as President.

Thanks to the great support from volunteers across the other sections we have managed to keep the Cub Pack going. Whilst I've enjoyed running the Cub pack as acting Cub Team Leader it is not something that I can continue long term given the various parts of the Group Lead Volunteer role that I need to spend more time on.

The number of volunteers we have in each of our sections is our main limiting factor at present and although I'm not in favour of those Scout groups who send out heavy handed messages such as "we need your help or we'll close" we do need to look at recruiting more adult members in each section especially the leadership team in the Cubs.

All sections have taken part in different District events during the year and as ever has been great to see how well our group is represented, not only in how many youth members take part but also their appearance and behaviour – with the added bonus of winning some events.

The Scout Association's Transformation programme, mentioned at last year's AGM, finally rolled out the new IT systems to manage adult volunteer membership and learning (replacing the old training scheme). Aside of the IT systems the main change that the transformation programme delivered has been to the way we welcome new adult volunteers and provide them with the learning they need for their role., ensuring that essential learning on Safety and Safeguarding is completed within a month of the person starting their role.

All three sections are now using Online Scout Manager (OSM). Currently different features are being used by each section but we'll look to standardise that in due course for example parents being able to see the programmes and badges in the Beaver Colony and Cub Pack the same way that Scout parents can.

Funds remain healthy across the sections but like all Groups we are waiting to see how much the District, County and National Membership fess increase as paying for these is over half of the money from the £30 per term subscription fee. Setting up Gift Aid across the Group will give us some welcome funds to reduce the need for increasing the subscription fees. We are fortunate that the Hall pays for itself as many Groups charge around £40 per term to cover their costs.

I would like to give my thanks to everyone who has helped with all that we have achieved over the past year.

Please don't be shy in offering your help, or even suggesting who else we could ask to help, as together we can make the group stronger and offer more opportunities for our youth members.

In closing my report special thanks go to Steve and Michelle as they leave to move home. Their support over the past few years especially during Covid has been truly great and I wish them all the very best for the future.

Stuart Wright, Group Lead Volunteer



5th IPSWICH SCOUT GROUP



Group Chair's Report 2024-2025

I want to start my report by thanking all those volunteers involved in running the 5th Ipswich Scouts and Dumbarton Hall. As we look back at the success of the group over the last twelve months, we will also be reflecting on a year of change.

This year has been a year of transformation, partly due to changes implemented by the Scout Association and by the retirement of some of our section leaders. I want to bring specific attention to Jane, David and Nicki who all stepped down from the Cub section and Tina who is stepping down as Beaver Leader, all have dedicated many years of service. It is impossible for us to imagine the massive impact that they have collectively had on children and young people, but I know from personal experience how they helped mould and shape my own children's lives and I am indebted to them for that. The Cub section has been able to continue as other section leaders and the Group Lead Volunteer have filled the gap. Thank you to all of those who have given extra volunteering hours each week. Going forward everyone will need to pull together to protect the delivery of the section programmes, this includes committing to parent rotas and considering training as leaders or team members.

At this AGM we reach another point of change as Steve, the Hall Custodian and Trustee, and myself as Chair, step down due to moving to Hampshire. Steve, whilst working full time, has over the last few years developed more efficient booking systems to enable the revenue to increase. He has also overseen a number of repairs and improvements at the hall some of which were during Covid, which had its own challenges. Without a Hall Custodian / Booking Secretary we are unable to continue to take social bookings, although regular bookings will be maintained, there is also a need for continued upkeep of the premises. If either of these roles is something you think you can fill then do speak to Stuart, the Group Lead Volunteer.

I am delighted that I will be handing over the Chair to the Rev Alan Comfort who is not only the Vicar of the group's link church but he is committed to supporting the community of Rushmere. Alan comes to the role with a heart to see things not only continue at Dumbarton Hall but to see things grow.

As I move away from this role, and living in the Rushmere area for 25 years, I do hope that the 5th Ipswich and Dumbarton Hall will flourish.

Michelle Jones, Chair



5th IPSWICH SCOUT GROUP

Group Treasurer's Report 2024-2025



I have to report that the scrutinised and unqualified results for the year to 31st March 2025 show a profit of £11,153.38. This is due to higher than expected letting income and no major purchases made during the year.

During the financial year energy costs have dropped and are currently more stable. A new gas contract to February 2027 has been agreed that will stabilize costs. A £500 subsidy applied for August 2023 was received 4th April 2024. Electricity pricing is comparatively less volatile and a contract has been fixed to 30th June 2028. There is no price cap for charities.

I have produced an estimated outturn for 25/26 (the right-hand column of enclosed accounts). This takes a prudent view of costs and income.

I must again make a special mention to Steve Jones who not only does a great job in running the hall but has also managed to consolidate our lettings income and we will miss him and Michelle when they leave. I would also like to thank Tina and David for providing timely and balanced accounts for the Beavers and Cubs respectively wish them well as they move on. I continue to do the accounts for the Scout Troop.

I also have a duty to report any irregular receipts or payments that have happened or are likely to happen from 1st April 2025. There is nothing to report.

Our reserves are at a very good level. However, I expect a small increase in funds this year and the long-term viability of the Group remains excellent.

Copies of the Group accounts are available. If you have any questions, please ask me.

Stuart Davey
Group Treasurer

5th Ipswich Scout Group Receipts and Payments Account

	Year start date		Year end date	Year end date
For the year from	01 April 2024	To	31 March 2025	
Receipts and payments				
	2024/25		2023/24	2025/26
	Unrestricted funds		Unrestricted funds	Forecast
	£		£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	£7,980.85		£6,916.00	£0.00
Less: Membership subscriptions paid on	-£2,782.00		-£2,328.00	£0.00
Net membership subscriptions retained	£5,198.85		£4,588.00	£4,500.00
Donations (inc. Uniform)	£204.00		£84.73	£100.00
Gift Aid	£0.00		£0.00	£0.00
Other similar income	£831.30		£275.00	£300.00
Sub total	£6,234.15		£4,947.73	£4,900.00
Grants				
Maintenance grant	£0.00		£0.00	£0.00
Sub total	£0.00		£0.00	£0.00
Fundraising (gross)				
Other fundraising activities	£0.00		£0.00	£0.00
Sub total	£0.00		£0.00	£0.00
Investment income				
Bank interest	£180.61		£144.80	£0.00
Building Society interest	£0.00		£0.00	£100.00
The Scout Association Short Term Investment Service	£0.00			£0.00
Property Rent income	£19,391.00		£13,243.00	£13,000.00
Other income - Recycling	£2,899.33		£1,731.27	£3,000.00
Sub total	£22,470.94		£15,119.07	£16,100.00
Total Gross Income	£28,705.09		£20,066.80	£21,000.00
Asset and investment sales, etc.	0		0	0
Total receipts	£28,705.09		£20,066.80	£21,000.00

5th Ipswich Scout Group Receipts and Payments Account

	Year start date	Year start date	Year end date
For the year from	01 April 2024	31 March 2025	
		to	

Receipts and payments

	2024/25	2023/24	2025/26
	Unrestricted funds	Unrestricted funds	Forecast
	£	£	£
Payments			
Charitable Payments			
Youth programme and activities	£5,786.21	£4,194.40	£4,200.00
Adult support and training	£0.00	0	£0.00
Rent	£1,707.38	£1,325.80	£1,400.00
Water and Sewerage	£522.62	£605.65	£700.00
Electricity and Gas	£2,075.59	£3,258.05	£2,200.00
Insurance	£1,622.56	£2,246.24	£2,300.00
Repairs and Renewals	£1,930.44	£15,738.80	£3,000.00
Payroll / General Expenses	£109.50	£219.58	£0.00
Cleaning	£2,662.50	£2,382.00	£2,400.00
Materials and equipment	£312.11	£19.99	£100.00
Printing and photocopying	£0.00	£0.00	£0.00
Contribution to camp costs	£0.00	£0.00	£0.00
Uniforms	£401.00	£97.20	£100.00
AGM and trustee expenses	£0.00	£0.00	£0.00
Licence fees (including OSM)	£105.00	£81.99	£100.00
Licence/Audit Fees	£0.00	£120.00	£100.00
Other fees (including leasehold costs)	£316.80	£254.40	£300.00
Sub total	£17,551.71	£30,544.10	£16,900.00
Fundraising expenses			
Other fundraising costs	£0.00	£0.00	£0.00
Sub total	£0.00	£0.00	£0.00
		0	
Total Gross Expenditure	£17,551.71	£30,544.10	£16,900.00
Asset and investment purchases, etc.	£0.00	£0.00	£0.00
Total payments	£17,551.71	£30,544.10	£16,900.00
Net of receipts/(payments)	£11,153.38	-£10,477.30	£4,100.00
Cash funds last year end			
Cash funds this year end	£11,153.38	-£10,477.30	£4,100.00

Statement of assets and liabilities at the end of the year

	2024/25	2023/24	2025/26
	Unrestricted funds	Unrestricted funds	Unrestricted funds
	£	£	£
Cash funds			
Barclays Bank - Current a/c	£23,529.17	£11,649.37	£24,000.00
Barclays Bank - Deposit a/c	£12,352.59	£12,171.98	£12,500.00
Britannia Building Society	£0.00	£0.00	£0.00
Co-operative Bank	£855.48	£1,314.43	£0.00
Nat West Bank	£268.53	£274.53	£300.00
Cash/Floats	£200.24	£642.32	£0.00
Total cash funds	£37,206.01	£26,052.63	£36,800.00
Liabilities and Equities			
Opening Balance Equity	£26,052.63	£36,529.93	£37,200.00
Net Income	£11,153.38	-£10,477.30	-£400.00
Sub total	£37,206.01	£26,052.63	£36,800.00

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 15th July 2025 (the date of the Trustee Board meeting or Annual General Meeting meeting that approved the accounts) and signed on their behalf by:

Signature	Print Name	Role	Date
	Stuart Wright	Group Lead Volunteer	15/07/2025
	Stuart Davey	Group Treasurer	15/07/2025
	Michelle Jones	Group Chair	15/07/2025

5th Ipswich Scout Group



Annual General Meeting 2025

Raven Hut, Hallowtree Scout Activity Centre

Tuesday 15th July 2025

(Group Fun Night arrive from 6.30pm)

(If attending for just the AGM please arrive 7.15pm for 7.30pm start)

Agenda

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2. Apologies for absence

Jane (Cub Leader) and Chris (Scout Leader)

3. Governance topics

3a. Approve the minutes of the Annual General Meeting held on Tues 18th July 2023

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Seconder- Tina.

Minutes approved,

3b. Adopt the model constitution from Policy, Organisation and Rules (POR)

In line with the recommendation from Scout Headquarters, the Group Trustee Board proposed we adopt the model constitution from Chapter 5 of Policy, Organisation and Rules (POR). Copies of the appropriate section were available at the meeting.

Seconder - Tina

Motion agreed.

3c. Note the Group's financial year

Can the Group Scout Council members please note our charity's financial year is 1st April to 31st March.

3d. Approve appointed and community members of the Group Scout Council

Chair explained that the Group Scout Council can admit other people to membership. Chair advised that those present here are nominated as Group Scout Council members. We currently have no additional appointed members or community members from outside of the Group.

Membership of the Group Scout Council is detailed POR Rule 5.4.4

3e. Agree the number of members that may be appointed to the Trustee Board

Following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5, and no more than 12, Trustees in total. This includes the ex officio (Group Lead Volunteer) and any co-opted Trustees.



5th IPSWICH SCOUT GROUP

Minutes from 2024 Group Annual General Meeting



The Group Scout Council must agree the number of people to be appointed to the Trustee Board. The outgoing Trustee Board recommends that 7 people are appointed. The Chair proposed the Group Scout Council approves that recommendation.

Seconded by Claire Brown.

Motion agreed.

3f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)

The Group Scout Council must agree its quorum – the minimum number of Group Scout Council members that must be present at Group Scout Council meetings. The outgoing Trustee Board recommends the quorum should be set at 12 people.

Michelle as Chair proposed, seconded by David.

Motion agreed.

4. Review of the previous year

4a. The Group Lead Volunteer presented his report- as attached in the report pack for the AGM

4b. Group Chair presented her report- as attached in the report pack for the AGM

4c. Group Treasurer presented his report and annual Statement of Accounts as attached in the report pack for the AGM

The Chair noted the Group Trustee Board has approved the Annual Report and Statement of Accounts, and has received the report on the accounts from the Scrutineer, Tim Harvey, copy of which is in the AGM report pack. Chair thanked the Treasurer, Suart Davey, for all his work during the year with both the Group accounts and the Scout section accounts.

Reports were all taken as read with no additional comments or questions raised.

5. Making appointments

5a. [Appoint the Group Chair, following recommendations from the open selection process initiated by the Group Trustee Board

Stuart as Group Lead Volunteer explained the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that Michelle Jones should be appointed as Group Chair. Show of hands second it.

Michelle was reappointed as Chair.

5b. Appoint the Group Treasurer, following recommendations from the open selection process initiated by the Group Trustee Board.

Chair explained the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that Stuart Davey should be appointed as



5th IPSWICH SCOUT GROUP

Minutes from 2024 Group Annual General Meeting



Group Treasurer.

Show of hands approved the motion.

5c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board

Chair explained the open selection process agreed by the Trustee Board. The recommendation to the Group Scout Council is that Angela Dean should be appointed as a member of the Group Trustee Board.

Proposed by Stuart, seconded by Tina and Rachel. Motion approved.

Chair thanked the Trustees for their work during the year and, in particular, those members who are standing down – Tina, Jane & Chris.

5d. Appoint the Scrutineer

Treasurer proposed Tim Harvey

Chair confirms that Tim Harvey has been proposed, seconded and is qualified for the role, and asks for a show of hands to approve.

Motion approved.

6. Closing remarks

6a. Address by District Representative

Carl Cracknell (Orwell Deputy District Commissioner) thanked all people present for all their support over the year and ongoing..

6b. Closing comments for Group Chair

The meeting was concluded by the Chair thanking everyone for attending the meeting.



5th IPSWICH SCOUT GROUP

Beaver Colony Report 2024 – 2025



Our Beaver colony has continued to run with a nice number attending every Tuesday evening during term time. We have been running with Tina, Lia, Rachel, Aaron and Rebecca. We also had someone help on their Duke of Edinburgh for a few months.

Badges and activities the beavers have been working on

We have been working on lots of different badges over this past year and completed and presented many of them. We aim for at least two activity badges in a term and work towards one challenge award in a term.

In the recent term we have been working on and completed the Explore and Teamwork challenge awards plus the Navigator stage 1 and Hikes 1 activity badges.

Over the last year we have competed in the District Mini Olympics where 5th Ipswich won. We had our own group sleepover in Raven Hut at Hallowtree where we completed the Space activity badge. We also had a Beaver session called “Beavers Got Talent” where the Beavers were able to showcase their hidden talents. This term saw the Beavers attend the St. Georges Day Parade and a District event at Africa Alive followed by a sleepover. We recently went on a hike of the Rushmere area, had a water night which ended with sponge dodgeball, and went to Hallowtree to have time on the assault course and boulder wall.

Beaver numbers and waiting list

We have kept our Beaver colony to an average of 18 Beavers every Tuesday evening. We do have a waiting list currently and once our older Beavers move onto Cubs we will be able to introduce new Beavers into the colony to a maximum of 18 due to ratios. Invitations for these new Beavers will be handed out once spaces become available.

Thank You

As always, our Beaver Colony wouldn't be able to run without the amazing support we have from the parents who bring their children, sew the badges on, support our group, and allow their children to come and join us on the amazing events we do.

I cannot express my thanks enough to the continued support from amazing volunteers who are beside me every Tuesday. I could not run the colony every week without them, so a very big thank you goes to Lia, Rachel, Aaron and Rebecca.

I am feeling confident that the Beaver colony is being left in good and capable hands once I officially step down from my Beaver Team Leader Role.

I have always been so happy to see our Beaver Colony grow and the children have fun, I hope this will continue for a long time.

Christina MacDonald – SNOWY – Beaver Team Leader



**Cub Pack Report
2024 – 2025**



Currently we have 19 Cubs, with three ready to move on to Scouts during September. Some new joiners from outside the Group, friends of existing Cubs, have just started and should be invested in September. The next set of Beavers moving up to Cubs will be around Christmas this year so I expect numbers to remain around 18-20.

Over the past year we have continued to programme our meetings around the necessary requirements for the Challenge Awards and also to give the Cubs the opportunity to gain a variety of Activity badges. Those awarded before December 24 included Adventure, Skills, and Teamwork challenge awards plus Home Safety and Astronomer activity badges.

The Autumn term finished with a Christmas Party at the hall with a surprise leaving presentation for Jane and Nicki (unfortunately David was unable to attend so I presented his leaving gift to him afterwards).

Over the past six months we have

- celebrated Burns Night including some indoor versions of the Highland games,
- completed some mini pioneering projects including getting eggs from one side of the hall to other without breaking them!
- done some fun science experiments and completed the Scientist badge
- completed map and compass work and a mini hike for the Navigator Stage 2 badge
- practiced fire building using chocolate fingers (not fish fingers Snowy!) and sweets and then had a go at making the real thing with all the Cubs managing to light their own fires in the car park and toast marshmallows.
- had several team challenges and games towards the Adventure, Skills, Teamwork and Team Leader challenge awards.

We are also proud that two Cubs that have moved on to Scouts gained their Chief Scout's Silver Award.

Our Pack has taken part in several District events this year: the District Quiz, a team in the District ten pin bowling competition and also a good attendance at St. George's Day.

Unfortunately leader availability has meant that we have been unable to do any camps or sleepovers during the year and that is something we need to improve on to meet the standards set by Scout HQ as we are required to offer at least one such event per year.

During the Summer holidays we are planning to arrange an activity day or overnight camp at Hallowtree to enable the older Cubs to complete their Outdoor Challenge and Adventure Challenge Awards as well as appoint new Sixers and Seconders ready for the new school term.

Thank you to all the parents for their support during the year, those that have helped with activities, and especially to Angela Dean for stepping in to run the tuck shop.

My closing thanks go to Chris, Aaron and Tina who in addition to their roles in the other sections have helped keep the Cubs section running each week and also to Harriet Rush, a former Scout, who has been helping as an adult volunteer over the past few months.

Stuart Wright (Group Lead Volunteer and acting Cubs Team Leader)

**Scout Troop Report
2024 – 2025**

Chris Jones (Scout Team Leader) Moira Bryan (Scout Team Member) supported by Clare Goodchild and Stuart Davey.

Since the last AGM the number of Scouts has stayed around 22.

All the Scouts are working hard towards several badges that we have been running since last year. These include the World, Adventure, Creative, Outdoor, Teamwork and Skills Challenge Awards plus several of the Activity and Staged badges.

In April Mrs Goodchild contacted the 1st Bahrain Scout Troop as part of our World challenge award badge. We have been in contact all through the summer. The leaders have been exchanging pictures and videos of activities and camps. The Scouts of each Troop have been doing short videos on things like their hobbies, what they like about Scouts and what we do in Scouts. In May both groups did an international meeting showing all the pictures and videos and our Scouts learnt about Bahrain, including trying typical food.

In November we helped the Firework team set up the annual Orwell District Firework Display where the Scouts spent the day setting up the fire and general service/maintenance around Hallowtree ready for the evening's display. During the display the Scouts helped marshal the fence line.

We had a good attendance at Remembrance Sunday at the Cenotaph in Christchurch Park and there was a good turnout for St George's day parade held in Felixstowe, with one of our Scouts doing a reading.

In June the Scouts attended the Orwell District camp at Hallowtree, which was the first Scout camp for some. They enjoyed lots of activities on the Saturday including shooting, archery, abseiling, ariel runway, wide game, murder ball and much more ending in evening with It's a Knockout. The 5th Ipswich Scouts won the Stokers challenge in where a team of 5 had to solve a challenge (the shield is in the display case in the entrance of the hall).

Looking forwards:

Over the next year we are looking forward to doing a lot more activities and badge work which will include: -

- September - Camp at Hallowtree (T.B.A.)
- October - the District night hike.
- October - a day helping at Hallowtree setting up ready for the Firework display.
- December - The Christmas party (venue T.B.A.)
- June 26 - District Camp at Hallowtree.
- And much more.

If you would like to help or have a skill or hobby you think the Scouts (or one of the other sections) may be interested in please contact one of the section Leaders.

Moira (Chilli), and I (Skip) would like to take this opportunity to say a big, huge thank you to all the parents, Scouts and helpers for all their help and support over the past year.

Chris Jones (SKIP) Scout Team Leader

Moira Bryan (CHILLI) Scout Team Member



5th IPSWICH SCOUT GROUP

Group Lead Volunteer's Report 2024-2025



It has been another steady year across the Scout Group with youth membership staying fairly stable in all the three sections and our Trustees continuing to provide great support behind the scenes.

In December we said farewell to Jane and Nicki after many years of service in the Cub pack. David retired from the Cub pack at the same time however will stay connected to the Group as President.

Thanks to the great support from volunteers across the other sections we have managed to keep the Cub Pack going. Whilst I've enjoyed running the Cub pack as acting Cub Team Leader it is not something that I can continue long term given the various parts of the Group Lead Volunteer role that I need to spend more time on.

The number of volunteers we have in each of our sections is our main limiting factor at present and although I'm not in favour of those Scout groups who send out heavy handed messages such as "we need your help or we'll close" we do need to look at recruiting more adult members in each section especially the leadership team in the Cubs.

All sections have taken part in different District events during the year and as ever has been great to see how well our group is represented, not only in how many youth members take part but also their appearance and behaviour – with the added bonus of winning some events.

The Scout Association's Transformation programme, mentioned at last year's AGM, finally rolled out the new IT systems to manage adult volunteer membership and learning (replacing the old training scheme). Aside of the IT systems the main change that the transformation programme delivered has been to the way we welcome new adult volunteers and provide them with the learning they need for their role., ensuring that essential learning on Safety and Safeguarding is completed within a month of the person starting their role.

All three sections are now using Online Scout Manager (OSM). Currently different features are being used by each section but we'll look to standardise that in due course for example parents being able to see the programmes and badges in the Beaver Colony and Cub Pack the same way that Scout parents can.

Funds remain healthy across the sections but like all Groups we are waiting to see how much the District, County and National Membership fess increase as paying for these is over half of the money from the £30 per term subscription fee. Setting up Gift Aid across the Group will give us some welcome funds to reduce the need for increasing the subscription fees. We are fortunate that the Hall pays for itself as many Groups charge around £40 per term to cover their costs.

I would like to give my thanks to everyone who has helped with all that we have achieved over the past year.

Please don't be shy in offering your help, or even suggesting who else we could ask to help, as together we can make the group stronger and offer more opportunities for our youth members.

In closing my report special thanks go to Steve and Michelle as they leave to move home. Their support over the past few years especially during Covid has been truly great and I wish them all the very best for the future.

Stuart Wright, Group Lead Volunteer



5th IPSWICH SCOUT GROUP



Group Chair's Report 2024-2025

I want to start my report by thanking all those volunteers involved in running the 5th Ipswich Scouts and Dumbarton Hall. As we look back at the success of the group over the last twelve months, we will also be reflecting on a year of change.

This year has been a year of transformation, partly due to changes implemented by the Scout Association and by the retirement of some of our section leaders. I want to bring specific attention to Jane, David and Nicki who all stepped down from the Cub section and Tina who is stepping down as Beaver Leader, all have dedicated many years of service. It is impossible for us to imagine the massive impact that they have collectively had on children and young people, but I know from personal experience how they helped mould and shape my own children's lives and I am indebted to them for that. The Cub section has been able to continue as other section leaders and the Group Lead Volunteer have filled the gap. Thank you to all of those who have given extra volunteering hours each week. Going forward everyone will need to pull together to protect the delivery of the section programmes, this includes committing to parent rotas and considering training as leaders or team members.

At this AGM we reach another point of change as Steve, the Hall Custodian and Trustee, and myself as Chair, step down due to moving to Hampshire. Steve, whilst working full time, has over the last few years developed more efficient booking systems to enable the revenue to increase. He has also overseen a number of repairs and improvements at the hall some of which were during Covid, which had its own challenges. Without a Hall Custodian / Booking Secretary we are unable to continue to take social bookings, although regular bookings will be maintained, there is also a need for continued upkeep of the premises. If either of these roles is something you think you can fill then do speak to Stuart, the Group Lead Volunteer.

I am delighted that I will be handing over the Chair to the Rev Alan Comfort who is not only the Vicar of the group's link church but he is committed to supporting the community of Rushmere. Alan comes to the role with a heart to see things not only continue at Dumbarton Hall but to see things grow.

As I move away from this role, and living in the Rushmere area for 25 years, I do hope that the 5th Ipswich and Dumbarton Hall will flourish.

Michelle Jones, Chair



5th IPSWICH SCOUT GROUP

Group Treasurer's Report 2024-2025



I have to report that the scrutinised and unqualified results for the year to 31st March 2025 show a profit of £11,153.38. This is due to higher than expected letting income and no major purchases made during the year.

During the financial year energy costs have dropped and are currently more stable. A new gas contract to February 2027 has been agreed that will stabilize costs. A £500 subsidy applied for August 2023 was received 4th April 2024. Electricity pricing is comparatively less volatile and a contract has been fixed to 30th June 2028. There is no price cap for charities.

I have produced an estimated outturn for 25/26 (the right-hand column of enclosed accounts). This takes a prudent view of costs and income.

I must again make a special mention to Steve Jones who not only does a great job in running the hall but has also managed to consolidate our lettings income and we will miss him and Michelle when they leave. I would also like to thank Tina and David for providing timely and balanced accounts for the Beavers and Cubs respectively wish them well as they move on. I continue to do the accounts for the Scout Troop.

I also have a duty to report any irregular receipts or payments that have happened or are likely to happen from 1st April 2025. There is nothing to report.

Our reserves are at a very good level. However, I expect a small increase in funds this year and the long-term viability of the Group remains excellent.

Copies of the Group accounts are available. If you have any questions, please ask me.

Stuart Davey
Group Treasurer

5th Ipswich Scout Group Receipts and Payments Account

	Year start date		Year end date	Year end date
For the year from	01 April 2024	To	31 March 2025	
Receipts and payments				
	2024/25		2023/24	2025/26
	Unrestricted funds		Unrestricted funds	Forecast
	£		£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	£7,980.85		£6,916.00	£0.00
Less:Membership subscriptions paid on	-£2,782.00		-£2,328.00	£0.00
Net membership subscriptions retained	£5,198.85		£4,588.00	£4,500.00
Donations (inc. Uniform)	£204.00		£84.73	£100.00
Gift Aid	£0.00		£0.00	£0.00
Other similar income	£831.30		£275.00	£300.00
Sub total	£6,234.15		£4,947.73	£4,900.00
Grants				
Maintenence grant	£0.00		£0.00	£0.00
Sub total	£0.00		£0.00	£0.00
Fundraising (gross)				
Other fundraising activities	£0.00		£0.00	£0.00
Sub total	£0.00		£0.00	£0.00
Investment income				
Bank interest	£180.61		£144.80	£0.00
Building Society interest	£0.00		£0.00	£100.00
The Scout Association Short Term Investment Service	£0.00			£0.00
Property Rent income	£19,391.00		£13,243.00	£13,000.00
Other income - Recycling	£2,899.33		£1,731.27	£3,000.00
Sub total	£22,470.94		£15,119.07	£16,100.00
Total Gross Income	£28,705.09		£20,066.80	£21,000.00
Asset and investment sales, etc.	0		0	0
Total receipts	£28,705.09		£20,066.80	£21,000.00

5th Ipswich Scout Group Receipts and Payments Account

	Year start date	Year start date	Year end date
For the year from	01 April 2024	31 March 2025	
		to	

Receipts and payments

	2024/25	2023/24	2025/26
	Unrestricted funds	Unrestricted funds	Forecast
	£	£	£
Payments			
Charitable Payments			
Youth programme and activities	£5,786.21	£4,194.40	£4,200.00
Adult support and training	£0.00	0	£0.00
Rent	£1,707.38	£1,325.80	£1,400.00
Water and Sewerage	£522.62	£605.65	£700.00
Electricity and Gas	£2,075.59	£3,258.05	£2,200.00
Insurance	£1,622.56	£2,246.24	£2,300.00
Repairs and Renewals	£1,930.44	£15,738.80	£3,000.00
Payroll / General Expenses	£109.50	£219.58	£0.00
Cleaning	£2,662.50	£2,382.00	£2,400.00
Materials and equipment	£312.11	£19.99	£100.00
Printing and photocopying	£0.00	£0.00	£0.00
Contribution to camp costs	£0.00	£0.00	£0.00
Uniforms	£401.00	£97.20	£100.00
AGM and trustee expenses	£0.00	£0.00	£0.00
Licence fees (including OSM)	£105.00	£81.99	£100.00
Licence/Audit Fees	£0.00	£120.00	£100.00
Other fees (including leasehold costs)	£316.80	£254.40	£300.00
Sub total	£17,551.71	£30,544.10	£16,900.00
Fundraising expenses			
Other fundraising costs	£0.00	£0.00	£0.00
Sub total	£0.00	£0.00	£0.00
		0	
Total Gross Expenditure	£17,551.71	£30,544.10	£16,900.00
Asset and investment purchases, etc.	£0.00	£0.00	£0.00
Total payments	£17,551.71	£30,544.10	£16,900.00
Net of receipts/(payments)	£11,153.38	-£10,477.30	£4,100.00
Cash funds last year end			
Cash funds this year end	£11,153.38	-£10,477.30	£4,100.00

Statement of assets and liabilities at the end of the year

	2024/25	2023/24	2025/26
	Unrestricted funds	Unrestricted funds	Unrestricted funds
	£	£	£
Cash funds			
Barclays Bank - Current a/c	£23,529.17	£11,649.37	£24,000.00
Barclays Bank - Deposit a/c	£12,352.59	£12,171.98	£12,500.00
Britannia Building Society	£0.00	£0.00	£0.00
Co-operative Bank	£855.48	£1,314.43	£0.00
Nat West Bank	£268.53	£274.53	£300.00
Cash/Floats	£200.24	£642.32	£0.00
Total cash funds	£37,206.01	£26,052.63	£36,800.00
Liabilities and Equities			
Opening Balance Equity	£26,052.63	£36,529.93	£37,200.00
Net Income	£11,153.38	-£10,477.30	-£400.00
Sub total	£37,206.01	£26,052.63	£36,800.00

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 15th July 2025 (the date of the Trustee Board meeting or Annual General Meeting meeting that approved the accounts) and signed on their behalf by:

Signature	Print Name	Role	Date
	Stuart Wright	Group Lead Volunteer	15/07/2025
	Stuart Davey	Group Treasurer	15/07/2025
	Michelle Jones	Group Chair	15/07/2025

Scrutineer's Report to the Trustees of 5th Ipswich Scout Group

I report on the accounts of the Group for the year ended 31st March 2025

Respective responsibilities of Trustees and Scrutineer

As the Group's/District'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. T. HARVEY
Address: RED HOUSE, HOME FARM ROAD,
ELLINGHAM
GUNGAY
SUFFOLK. NR35 2EL
Date: 3/7/25

LT700005 (1st February 2017)

Tim Harvey