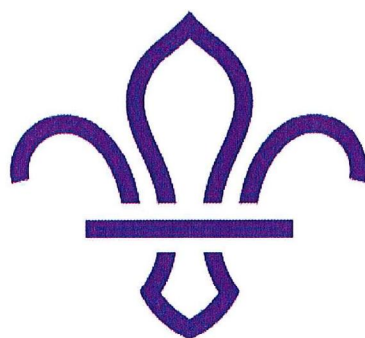


**3<sup>rd</sup> SHOREHAM**  
**SEA SCOUT GROUP**



**Scouts**

**3rd Shoreham**  
**Sea Scouts**

**ANNUAL REPORT & ACCOUNTS**  
**2020 - 2021**

# **3<sup>rd</sup> Shoreham Sea Scout Group**

## **Annual General Meeting**

### **AGENDA**

**Friday 28<sup>th</sup> January 2022**

**Start at 6:15pm**

- 1. Welcome from Chair**
- 2. Attendance**
- 3. Apologies**
- 4. Approval of Minutes of the last AGM**
- 5. Approval of Reports (April 2020 – March 2021)**
- 6. Approval of Accounts (April 2020 – March 2021)**
- 7. GSL's nomination for Chairman**
- 8. Approval of Secretary**
- 9. Approval of Treasurer**
- 10. Election of members to the Group Executive Committee**
- 11. GSL's nominations to the Group Executive Committee**
- 12. Close of Annual General Meeting**
- 13. Update from District Commissioner**
- 14. Presentations and Awards**

**3rd Shoreham Sea Scout Group**  
**Minutes of the Annual General Meeting**  
**Monday 12<sup>th</sup> January 2021 @ 7:30pm**  
**(Period Apr 2019 – Mar 2020)**

**Apologies:** Daniel Peek and Seb King

**Attendees:** 18 attendees logged on to the Zoom including Cameron Baldock, Will Holden, several exec members, leaders & parents.

**1. Welcome**

Julian opened the meeting and welcomed everyone and thanked them for attending.  
This AGM has been slightly delayed due to Covid and is being held by Zoom for the first time.

**2. Approval of the 2019 A.G.M. Minutes**

Included in the report and approved – Cameron proposed and Eve seconded.

**3. Group Scout Leader and Group Scouts Exec Reports for 2019/2020**

Cameron wanted to thank everyone involved in the group because without all their hard work the group wouldn't exist.

The highlights of the year in the report show what the group achieved. In recent months the group has not had a GSL which is why Cameron has been involved more closely. He was happy to report that Will Holden will be taking over as GSL and consequently, Cameron handed over to Will.

Will took the floor and confirmed that the amount of things that were done by the leaders and the group before lockdown were phenomenal and show just how active we can be as a group. Will wanted to thank everyone that made all of that possible – going forward we will hopefully be able to do something very similar. Then Will opened the floor for questions.

Julian congratulated Will and thanked him for stepping up and wished him luck in his new role.

Julian also wanted to thank all the Exec members and all the Leaders for their help and support.

It has been a long time since the start of the reporting period and it is really nice to see all the things that were done before Covid struck. The purchase of the paddleboards, the trailer for camp, sending Sydney to the world scouts jamboree, the work done on HQ including the firepits to name but a few. These are great achievements despite the difficulties of 2020.

Going back to scouting has not been easy at all and has taken a lot of hard work from our leaders. Although we have had another setback with the current lockdown, we know it is for the good of the community and hopefully it will not be for much longer. He wanted to offer a massive thank you – whether that is to a leader preparing for a troop meeting, an assistant leader helping in the background or to any other members of the group. We are entering a time of change and we are all hopeful over this year scouting can return and we can start getting out on the water and getting back to the activities.

Julian then thanked Will for his fantastic work as Treasurer and handed over to him

**4. Accounts for 2019/2020**

Will confirmed that we achieved quite a lot during the year. For example, Doug doing Gift Aid with Gavin's help or Colin and Sandra arranging bag packing at Tesco's, it all went to make the year financially viable and better able to cope. We also had a legacy gift from Mike Kerr Gibbings that made a great difference. Will did a break down for the parents that shows why the subs have remained where they are and what they cover. Please see the report for more detail or contact Will.



There were no questions on this so Will handed back to Cameron for the Section reports. Accounts were approved nem. con.

## **5. Section reports**

See AGM report for details by section

Colin and Sandra represented scouts and said that the report shows how much went on before lockdown stopped the meetings temporarily. Also, each year they have managed to get cubs involved in the weekend activities and they probably would have run a similar program over 2020 if Covid hadn't made that so difficult. There was going to be a Cubs bakers dozen which was not possible due to COVID-19.

Cameron thanked Colin & Sandra for their commitment & contribution & then handed back to Julian.

## **6. Chair taken by Chairman for voting of new Roles**

Nomination of the Chair – Cameron thanked Julian for his work, and then handed over to Will who reiterated our thanks and confirmed that he hoped Julian would be able to come down to HQ and take part in some of the fun once things return to normal. As far as Will is aware we haven't had anyone come forward to take on the role of chair but Mike Cranfield will step in temporarily as acting group chair. On that basis the Chair was handed to him.

## **7. Approval of Chair / Secretary / Treasurer / Any other Group Scouts Exec Members**

**Chair** – No new nomination for this role but Mike will Chair the group Exec temporarily as well as doing his role with District.

### **Ex Officio Members (Notification Only)**

Sandra – Representing Scouts

Seb – Representing Explorers

### **Nominated Members – All approved**

Joyce Carter – President and long term member

Nick Dowling – Representing the Canoe Club

John and Eve Coleman – Long Standing Members of the Exec

Andy Hall – New and very welcome member of the Exec

**Secretary** – Will thanked Sam for her hard work. There isn't anyone to take on the role at the moment but as soon as we can engage with the parents he feels we should be able to find someone willing to do this role. In the meantime, Heather will help from District.

**Treasurer** – Will is currently Treasurer and has very kindly agreed to take on the GSL role so we need to find a new Treasurer. Deborah as the District Treasurer will be able to take over the role short term until someone is found more permanently.

Mike stressed that if anyone would like more info on the roles, to get in touch.

Sandra proposed all the nominated Exec members for the year. Will seconded them. There were no objections.

## **8. The District Commissioner Update**

Cameron took the floor. He reiterated his thanks to everyone that has helped and is either continuing in their current role or has changed role. It is apparent there are currently a lot of vacancies in the group – ranging from the Exec to Section Leaders to Section assistants.

If you are interested in finding out more as to how your time might be best used to help the group then please do get in touch with either Will or Cameron.

Hopefully when we get back to face to face scouting we can move things forward in the same way.

*Cameron then presented a five year service award to Julian. The certificate and the badge will be on it's way to him as soon as Cameron can get it posted.*

*Cameron invited Any Other Business from the attendees*

*Sandra wanted to thank Sam and Julian for all their help and support, and Eve added her thanks to that. She explained that John had been Chair and she had been Secretary so they knew the work involved. Colin added his agreement to this.*

*Mike thanked everyone for joining the Zoom meeting and making it happen online.*

#### **9. Final Word from the Group Scout Leader**

*Will is very optimistic about what we have in store once we are allowed to get back to some form of physical activities - particularly in the year this AGM covers – we were making incredible progress and looking forward to making even more, so Covid was doubly difficult in terms of the impact it had.*

*He wanted to reassure Group members, volunteers and parents alike, that the potential for this group is enormous. There is fabulous kit, lots of people still involved and itching to do more and the weather will start to get better and better. Will is also very pleased to have Andy Hall joining us – having someone of his expertise on the water activities side is very welcome – especially as we now have so much equipment waiting to be used.*

*Will has had so many encouraging discussions with people over the last few years and months.*

*He would like to try and facilitate as many people as possible to try and come and have a bit more fun when things improve and he would very much like to extend an invitation for the rest of the team at District to come and have a bit of (cold & wet) time on the river with us.*

*Eve is particularly skilled on the large paddle boards and is happy to take people out!*

*Will is extremely excited and enthusiastic about what Spring will bring. He acknowledges that we do need some additional help in places but that will come once we can start getting together again.*

*If anyone has any queries / suggestions then he looks forward to hearing them and seeing people at HQ once we can return to scouting properly.*

*(Housekeeping Note from District – All to be aware that any new personnel will need a DBS form)*

*The group collectively wished Will good luck with his new role*

*Mike then drew the meeting to a close*

**END OF MEETING**



## **3<sup>RD</sup> SHOREHAM SEA SCOUT GROUP REPORTS**

### **GSL's Report 2021**

What an unusual year this was for everyone! The year started in April with a National Lockdown meaning that no activities took place until the summer holidays when the restrictions eased slightly. The young members were being schooled at home, often by Zoom, they and our Leaders didn't feel up to further Zoom activity for Scouting too. Many people's circumstance changed dramatically through the year and as a result we were very sad to lose all our team of Beaver Leaders and Assistants, one of our Cub Leaders, a Scout Leader, our Group Scout Leader and the Secretary and Chairman from our Executive Committee of Trustees. We're very appreciative of all their contributions and understand that stepping down wouldn't have been an easy decision. I'm really pleased to say that some remained with the Group but in a different role, continuing their involvement and support.

In between restrictions, a core team of Leaders made a concerted effort in the early summer to maintain the outside grounds and create the Fire Pit area, to enable a clear outdoor activity/meeting area. They also took some considerable time maintaining and improving the slipway, hopeful that outdoor activities might eventually be possible. The Scouts managed a couple of evenings over the summer holidays to break the fire circles in!. The autumn term came with more restrictions which continued though into the spring of 2021. Notably, it was possible to facilitate a number of indoor kayak sessions at Waders over the winter, arranged through the generosity of Adur Canoe Club. HQ was occasionally used during the autumn and winter period as a base for training by both East and West Sussex Fire and Rescue Services, for whom our section of river is almost perfect at low tide.

During the whole year of extremely limited activity, the majority of our members very generously continued to pay their subscriptions, continuing to support 3<sup>rd</sup> Shoreham in preparation for a return to face to face activities. This, combined with Government support grants distributed through Adur & Worthing DC meant that the Group was able to remain financially secure and continue to pay it's fixed costs and The Scout Association membership fees for every member as normal.

We're all exceptionally grateful for the support and efforts made by our members, team of Leaders and supporting adults during this whole weird year. It meant that we finished the period financially secure, with plenty of equipment, assets and resources all of which were in good order, ready and waiting. Our overall membership was slightly depleted but with a waiting list nearly as large as our total membership at the end of March 21, it meant we were poised ready to restart once the restrictions eased a few weeks later.

Yours in Scouting,

Will Holden

Group Scout Leader – 3<sup>rd</sup> Shoreham Sea Scout Group

[gsl@3rd-shoreham-sea-scouts.org.uk](mailto:gsl@3rd-shoreham-sea-scouts.org.uk)

## **(Acting) Chair's Report 2021**

This year has been challenging for everyone in so many respects, and Scouting adapted to try and ensure we could continue to offer something to the young people during this period. The executive committee were meeting online, to ensure that everything was still ok behind the scenes and supporting their group, and I would like to thank all those who sit on the group executive for their efforts – it is appreciated.

I must also say thank you to the Group Scout Leader – Will, for all his hard work in leading the group. He has managed to guide the group through a very challenging year, and I look forward to seeing 3<sup>rd</sup> Shoreham flourish further under his leadership over the next year.

Lastly, I would like to highlight that the Group Chair role is currently vacant, and I am currently just covering the role (in addition to my main role in Scouting) until we can find the right person to take on the volunteer role of Group Chair. Being the Group Chair really is not too time consuming, and if you would like to find a bit more about the role please don't hesitate to get in touch with Will or myself.

Mike Cranfield

District Exec Chair – Adur Valley Scouts

[chairman@adurvalleyscouts.org.uk](mailto:chairman@adurvalleyscouts.org.uk)

# 3rd Shoreham Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1st Apr 2020	To	31st Mar 2021
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## Receipts and payments

	2019/20 £	2020/21 £
<b>Receipts</b>		
<b>Donations, legacies and similar income</b>		
Membership Subscriptions & Activity Payments	29,315	21,837
Less: Membership subscriptions paid on (National/County/Area/District)	8,936	7,935
<b>Net membership subscriptions retained</b>	<b>20,379</b>	<b>13,902</b>
Donations	-	250
Legacies (Accessibility Project Phase 2- <b>Restricted Funds</b> )	10,000	-
Gift Aid	5,350	-
<b>Sub total</b>	<b>35,729</b>	<b>14,152</b>
<b>Grants</b>		
Royal Navy grant - <b>restricted funds</b>	5,000	-
Lloyds Foundation - <b>restricted funds</b>	500	-
Government Covid Grants	-	11,334
<b>Sub total</b>	<b>5,500</b>	<b>11,334</b>
<b>Fundraising (gross)</b>		
Accessibility Project Phase 2 ( <b>Restricted Funds</b> )	285	-
First Aid training equipment ( <b>Restricted Funds</b> )	1,310	-
Other fundraising activities	1,794	-
<b>Sub total</b>	<b>3,389</b>	<b>-</b>
<b>Investment income</b>		
Bank interest	-	-
The Scout Association Short Term Investment Service	-	-
HQ Hire	2,729	1,300
Water Activity Equipment Hire	1,053	-
Adur Canoe Club	1,040	1,040
<b>Sub total</b>	<b>4,822</b>	<b>2,340</b>
<b>Total Gross Income</b>	<b>49,440</b>	<b>27,826</b>
<b>Asset and investment sales, etc.</b>	-	-
<b>Total receipts</b>	<b>49,440</b>	<b>27,826</b>



# 3rd Shoreham Sea Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1st Apr 2020	To	31st Mar 2021
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## Receipts and payments

	2019/20	2020/21
	£	£
<b>Payments</b>		
Youth programme and activities	1,199	52
Event Expenses (Camps & Activities)	11,063	360
Quartermaster (Camping Equip)	1,303	-
Bosun (Sailing & Kayaking Equip)	1,048	136
Badges	701	-
Uniforms	1,016	-
Leaders Training	425	-
Insurance - Property & Equipment	2,501	2,535
Insurance - Marine	799	1,042
Insurance - Helpers	42	42
HQ maintenance, Slipway, Fire Pits, HW heaters	1,711	3,809
Ground Rent	40	25
Rates (zero for 20/21 due to Covid)	737	-
Cleaning	253	163
Water and Sewerage	786	136
Electricity	2,052	1,485
Alarm	191	70
Fire Protection	91	262
Broadband, Website, Email	391	398
Banking Fees	30	-
Lift - 5yr extended warranty	2,520	-
Accessibility Project (Restricted Funds)	-	-
<b>Sub total</b>	<b>28,899</b>	<b>10,514</b>
<b>Fundraising expenses</b>		
Adur Rec Hire for Car Boot	560	-
Other fundraising costs	21	-
<b>Sub total</b>	<b>581</b>	<b>-</b>
<b>Total Gross Expenditure</b>	<b>29,480</b>	<b>10,514</b>
Accessibility Project Phase 2 (Restricted Funds)	10,644	1,550
Legal fees, camp payments, specific equipment (Restricted Funds)	7,443	1,600
Asset Purchase - Memorial hardwood bench	536	-
Asset Purchase - Camp box trailer	3,941	-
Asset Purchase - 3 Giant stand up paddleboards & 30 paddles	3,150	-
Asset Purchase - 4 Fusion sailing dinghies	11,356	-
Asset Purchase - 20 kayak paddles	-	632
Asset Purchase - 2 Troop Tents	-	1,422
<b>Total (Payments &amp; Restricted funds)</b>	<b>66,550</b>	<b>15,717</b>
<b>Net of receipts/(payments)</b>	<b>- 17,110</b>	<b>12,108</b>
<b>Cash funds last year end</b>	<b>36,351</b>	<b>37,345</b>
<b>Cash funds this year end</b>	<b>19,241</b>	<b>49,453</b>

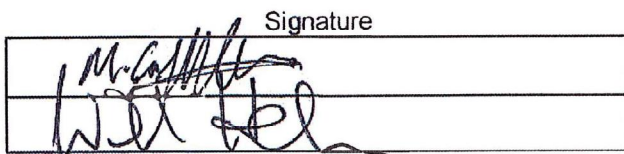
## Statement of assets and liabilities at the end of the year

	31st Mar 2020	31st Mar 2021
	£	£
<b>Cash funds</b>		
HSBC current account	18,896	35,097
HSBC account (Restricted Funds)	18,087	13,200
The Scout Association Short Term Investment Service	-	-
Scout Pre Paid Card	362	-
<b>Total cash funds</b>	<b>37,345</b>	<b>48,2</b>
<b>Other monetary assets</b>		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
<b>Sub total</b>		
<b>Investment assets</b>		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
<b>Sub total</b>		
<b>Non monetary assets for charity's own use</b>		
Badge stock	-	-
Other stock	-	-
Land and buildings (Insured Value)	500,444	500,444
Dinghies, power boats and outboards (Insured Value)	31,600	31,600
Motor vehicles	-	-
Scouting equipment, furniture etc (Insured Value)	42,848	44,348
Other	-	-
<b>Sub total</b>	<b>74,892</b>	<b>576,392</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Scout Summer Activity Camp	-	-
Legal Fees associated with Lease Renewal	3,290	-
Other liabilities	-	-
<b>Sub total</b>	<b>1,290</b>	

Contingent liabilities and future obligations: N/A

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 24th January 2022 and signed on their behalf by

Signature



Print Name

MICHAEL CRANFIELD	Chair
Wm HOLDEN	Group Scout Leader