

**3RD SHOREHAM SEA SCOUTS  
GROUP SCOUT COUNCIL**

# **ANNUAL REPORT 2023**

**3<sup>RD</sup> SHOREHAM SEA SCOUTS**  
**GROUP SCOUT COUNCIL**

**Annual General Meeting**

6<sup>th</sup> December 2023, 7pm, 3<sup>rd</sup> Shoreham HQ

**AGENDA**

1. Introduction and welcome
2. Apologies for absence
3. To approve the minutes of the Annual General Meeting held on **28th Jan 2022**
4. Governance topics
  - a. Adopt the model constitution - agreed at last Trustee Board
  - b. Note the Group's financial year – agreed at last Trustee Board
  - c. Agree the number of members that may be elected to the Trustee Board  
– Suggestion is up to 12
  - d. Agree the quorum for each of the Group Scout Council (including this AGM), meetings of the Group Trustee Board, meetings of any sub-committees
    - “The quorum for meetings of the Group Scout Council (including the AGM) is ten members, which must include the Group Scout Leader or Group Chairman plus 2 other members of the Group Trustee Board.” – extract from Constitution
5. Review of the previous year
  - a. The Group Scout Leader's review of Scouting in 3<sup>rd</sup> Shoreham Sea Scouts
  - b. To receive and consider the Annual Report of the Group Trustee Board including the annual Statement of the Accounts
6. Making appointments / elections
  - Elected Members of Trustee Board*
    - a. Chairperson – Jason Hurwitz – Nominated by Group Scout Leader
    - b. Group Treasurer – Steve Hine - Nominated by Chairperson
    - c. Secretary – Allison Keech - - Nominated by Chairperson
    - d. Sandra Strong – Deputy GSL
    - e. Lesley Brown – Explorer Leader

*Nominated Members of Group Trustee Board – Nominated by chairperson & GSL*

- a. Amber Maddox - Trustee
- b. Lauren Pinney – Trustee

- f. All names not listed and discussed will be honourably removed as trustees going forward, with great thanks for their service.
- g. Future appointments of trustees will be agreed at trustee board meetings. Guests are welcomed to attend board on invitation to positively contribute to the group's progress.

- 7. Thank yous and recognition:
  - John & Eve Coleman
  - Will Holden
  - Joy Carter

- 8. Close

# 3<sup>RD</sup> SHOREHAM SEA SCOUTS ANNUAL REPORT

3<sup>rd</sup> Shoreham Sea Scouts – Annual Accounts 2022/23

Prepared by Will Holden, reviewed at Trustee Board 08/11/23

## 3rd Shoreham Sea Scout Group Receipts and Payments Account

	Year start date		Year end date
For the year from	1st Apr 2022	To	31st Mar 2023

### Receipts and payments

	2021/22 £	2022/23 £
<b>Receipts</b>		
Donations, legacies and similar income		
21/22 Membership Subscriptions & Activity Payments released GoCardless May'23	-	17,427
22/23 Membership Subscriptions & Activity Payments	-	23,804
Less: Membership subscriptions paid on (National/County/Area/District)	9,603	8,775
Net membership subscriptions retained	- 9,603	32,456
Donations	500	1,650
Legacies (Accessibility Project - Restricted Funds)	-	-
Gift Aid	-	-
<b>Sub total</b>	<b>- 9,103</b>	<b>34,106</b>
<b>Grants</b>		
Royal Navy grant - restricted funds	-	-
Government Covid Grants	2,667	-
<b>Sub total</b>	<b>2,667</b>	<b>-</b>
<b>Fundraising (gross)</b>		
Accessibility Project - shower & changing areas (Restricted Funds)	-	-
Other fundraising activities	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>
<b>Investment income</b>		
Bank interest	-	-
HQ Hire	5,295	5,590
Water Activity Equipment Hire	-	1,051
Adur Canoe Club	800	1,060
<b>Sub total</b>	<b>6,095</b>	<b>7,701</b>
<b>Total Gross Income</b>	<b>- 341</b>	<b>41,807</b>

**3rd Shoreham Sea Scout Group  
Receipts and Payments Account**

Year start date

Year end date

For the year from	1st Apr 2022	To	31st Mar 2023
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**Receipts and payments**

	2021/22	2022/23
	£	£
<b>Payments</b>		
Youth programme and activities	2,243	957
Event Expenses (general)	150	235
Easter Scout Camp	-	1,550
May Beaver Camp	-	360
July Cub Camp	-	1,549
Scout Summer Camp	-	4,558
2023 Scout Summer Camp deposit	-	900
Dec Scout Camp	-	330
Cub Climbing	-	432
Jamboree Delegates	-	500
Pool kayak sessions	-	696
Quartermaster (Camping Equip)	238	710
Bosun (Sailing & Kayaking Equip)	2,469	337
Badges	2,302	1,313
Uniforms	2,544	851
Leaders Training	1,703	182
Insurance - Property & Equipment	2,172	2,444
Insurance - Marine	1,042	1,068
Insurance - Helpers	42	52
HQ maintenance	3,446	111
Ground Rent (Slipway)	25	25
ADC - Rent & Rates	-	263
Cleaning	947	1,252
Water and Sewerage	349	550
Electricity	1,145	1,238
Broadband, Website, Email, Zoom	558	464
Banking Fees	120	240
Fundraising costs	33	-
Misc Expenses	205	-
<b>Total Gross Expenditure</b>	<b>21,733</b>	<b>23,168</b>
Accessibility Project (Restricted Funds)	-	-
Legal fees, camp payments, specific equipment (Restricted Funds)	-	2,852
Asset Purchase - small open trailer	150	-
Asset Purchase - Internal & external LED lighting & Main Deck Heaters	-	8,926
Asset Purchase - 6 Silverbirch two man Duralight Canoes	-	7,075
Asset Purchase - Defoliator & external heated cabinet	-	1,211
Asset Purchase - Dory launching trolley	-	1,896
Asset Purchase - Pioneering Poles & Ropes	-	2,419
Asset Purchase - RPM Dagger Kayak	-	170
Asset Purchase - First Aid training Annies	-	1,315
Asset Purchase - Battery Hedge Trimmer	-	305
<b>Total (Payments &amp; Restricted funds)</b>	<b>150</b>	<b>26,169</b>
<b>Net of receipts/(payments)</b>	<b>- 491</b>	<b>15,638</b>
<b>Cash funds last year end</b>	<b>48,297</b>	<b>25,183</b>
<b>Cash funds this year end</b>	<b>47,806</b>	<b>40,821</b>

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

	31st Mar 2022	31st Mar 2023
	£	£
<b>Cash funds</b>		
Metro Bank account	12,873	19,109
Metro Bank (Restricted Funds)	12,310	10,000
Scout Pre Paid Card	-	-
<b>Total cash funds</b>	<b>25,183</b>	<b>29,109</b>
<b>Non monetary assets for charity's own use</b>		
Land and buildings (Insured Value)	530,379	530,379
Dinghies, power boats and outboards (Insured Value)	33,850	33,850
Scouting equipment, furniture etc (Insured Value)	45,900	45,900
Other	-	-
<b>Sub total</b>	<b>610,129</b>	<b>610,129</b>
<b>Liabilities</b>		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
2023 Scout Summer Camp @ Ferny Croft	-	3,122
Other liabilities	-	-
<b>Sub total</b>	<b>-</b>	<b>3,122</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 Wednesday 8th November 2023 and signed on their behalf by

Signature


Print Name

Jason Hurwitz	Chair Trustee Board
Julian Cosson	Group Scout Leader

## **Group Scout Leader's Annual Report – 2022/23**

Julian Cosson

2022-2023 was another successful and packed year for all of our members. All sections were full to capacity with young people enjoying a huge range of activities. Our waiting list remains at around the 150 mark, with approx. 50 young people waiting for a space at each of our Cub and Beaver sections.

Both Beaver Colonies hiked, climbed, knotted, invented and visited the local church, lifeboat and fire stations, cleaned the beach, rode their bikes and paddle boarded on the river amongst a whole range of other things. They also had an exciting camp at Hillside where they took part in all the traditional camping activities.

All this is evidenced in the huge amount of badges awarded – a grand total of 437 all the way from Disability Awareness to Paddlesports.

This included the proud achievement of 16 Chief Scout's Bronze Awards, the highest a Beaver can earn.

Cubs also had an action-packed year with hiking, backwoods cooking, wide games, water activities, puppet shows, emergency aid plus a lot more.

The highlight of the Cub year was undoubtedly the weekend Cub Camp at Hillside, attended by over 50 Cubs. Cubs took part in fire lighting skills, whittling, pioneering and camp cooking – plus a bunch of fun and games.

Badges were in abundance for Cubs too with both packs earning a massive 856 badges in the year.

There were 20 Chief Scout's Silver Awards, of which the Cubs can be very proud of. Scouts have also had an exceptionally busy year. In April 2022 they undertook a Charity Boat Pull for Ukraine and raised over £2600 for the crisis appeal. This was an amazing achievement pulling a boat from HQ to Brighton's Palace Pier.

Throughout the year Scouts took part in celebrating Burn's night, cooking on open fires, archery, angle throwing, hiking, wide games, disability awareness and first aid.

There was also an Easter Camp at Hillside and a Summer Camp also at Hillside, the latter being in an extreme heatwave. Scouts gained their Master at Arms badge, made flower pots, knife work and a lot more.

At HQ a huge amount of improvements were also achieved – new heating was installed on the main deck and new lighting was fitted both inside and out. This all contributes to a safe and welcoming environment for all our young people to use. The defibrillator and cabinet were fitted to the front of the compound which could be a vital lifesaving community asset. The group has also purchased training defibrillators and first aid resusci-annies to enable the young people to learn new and vital emergency aid skills.

We've also acquired new pioneering poles and ropes which have proved invaluable in the teaching of the traditional scouting skills.

There were also of course lots of water activities for all sections, facilitated by the water activities team and Will. We've seen Beavers, Cubs, Scouts and Explorers all out on the water at HQ and also undertaken kayaking sessions at Wadars. The purchase of some new lightweight canoes has been hugely beneficial to all the members, and they have lots of use. We have also purchased a new Dory launch trolley, enabling easier use of the powerboats.

None of these fantastic and amazing achievements would have been possible without our wonderful volunteers, both those who run and assist with sections, but also those who help out behind the scenes.

A huge thank you to all our leaders and helpers for all your efforts over the last year – Well done everyone.



**GROUP SCOUT COUNCIL**

**Minutes of the Annual General Meeting (AGM) held 7.00pm  
Wednesday 06<sup>th</sup> December 2023  
Ward Room, Les Goodbody Centre, Brighton Road, Shoreham-by-Sea**

<b>Attending:</b>	Jason Hurwitz	Chair
	Julian Cosson	Group Scout Leader (GSL)
	Sandra Strong	Assistant GSL
	Cameron Baldock	District Commissioner
	Martin Bricknell	Scout Leader
	Lesley Brown	Member of the Trustee Board
	Steve Hine	Group Treasurer
	Amber Maddox	Member of the Trustee Board
	Colin Strong	Scout Leader
	Erin Whitmore	District Youth Commissioner
	Allison Keech	Secretary

**Note:** Roles reflect positions following the meeting

**1. Introduction and Welcome**

The Chair welcomed attendees to the meeting and explained the purpose and membership of the meeting.

**2. Apologies for absence**

Apologies for absence were received from:

Eve Coleman  
John Coleman  
Nick Dowling  
Will Holden  
Lauren Pinney

**3. To approve the minutes of the AGM held on 28th Jan 2022**

The minutes of the 3rd Shoreham Group Scout Council AGM held on 28th January 2022 were approved without alteration.

**4. Governance topics**

a. Model Constitution

The constitution of the 3<sup>rd</sup> Shoreham Sea Scouts agreed at the Trustee Board on 8<sup>th</sup> November 2023 was adopted by the Group Scout Council.

b. Group's financial year

The accounts for the 3<sup>rd</sup> Shoreham Sea Scouts agreed at the Trustee Board on 8<sup>th</sup> November 2023 were accepted by the Group Scout Council.

The Chair thanked Will Holden for preparing the accounts and pointed out the following points of note:

- The Group is in a good cash position and has the money to invest in the future of the young people within the Group
- Income for the Group from subs is holding up well, though we need to be better at managing transfers
- The recent improvements in the facilities at HQ has increased the number of community Groups using the premises and their contributions have enabled further capital expenditure. The 3<sup>rd</sup> Shoreham facilities are seen as a valuable community resource.
- Subs have remained the same since 2015, a review will take place to establish if an increase is in order, which might support the installation of new showers.

c. Number of members that may be elected to the Trustee Board

The meeting agreed to the proposal that the maximum number of members of the Trustee Board should be twelve, while noting that membership of the Board may often be below that number.

d. Quorum for Group meetings

The meeting agreed that the quorum for Group Scout Council (including this AGM) should be ten, to include the Chair and the GSL.

The meeting agreed that the quorum for meetings of the Group Trustee Board and any sub-committees should be six, to include the Chair and GSL.

## 5. Review of the previous year

### a. The Group Scout Leader's review of Scouting in 3rd Shoreham Sea Scouts

The GSL provided a report of the previous year of scouting at 3<sup>rd</sup> Shoreham Sea Scouts with the following highlights:

- The Group runs two Beaver colonies, two Cub packs and two Scout troops with all sections at capacity.
- All sections enjoyed a full and varied year of activity and all sections were able to participate in water activities and camps.
- The Group achieved 13 Bronze Chief Scout and 20 Silver Chief Scout Awards
- The Group has a healthy waiting list and is able to fill any spaces that become available
- The Group has plenty of adult support for the younger sections, though more leaders are needed to support the Scout sections
- There have been significant improvements at HQ over the year with more in the pipeline.

### b. Consideration of the Annual Report of the Group Trustee Board

The meeting agreed that the Annual Report of the Group Trustee Board that would be submitted to the Charity Commission would consist of:

- The GSL report of the year
- The statement of accounts
- The agenda and minutes of this AGM

## 6. Making appointments or election of members of the Trustee Board

The following members of the Trustee Board were elected:

Role	Name	Proposer	Seconder
Chair	Jason Hurwitz	Julian Cosson	Martin Bricknell
Treasurer	Steve Hine	Sandra Strong	Amber Maddox
Secretary	Allison Keech	Amber Maddox	Cameron Baldock
Assistant GSL	Sandra Strong	Amber Maddox	Erin Whitmore
Explorers Partner	Lesley Brown	Sandra Strong	Cameron Baldock

The following members of the Trustee Board were nominated, proposed by Cameron Baldock and approved by Colin Strong:

- Amber Maddox
- Lauren Pinney

With this election, the following members have stepped down from the Trustee Board:

- Rachael Brown
- Sharon Clarke
- Mike Cranfield
- Eve Coleman
- John Coleman
- Nick Dowling
- Andy Hall
- Will Holden
- Seb King
- Sarah Welton-Smith

## 7. Thank Yous and Recognition

### Eve Coleman

Eve has spent a total of 65 years in scouting supporting young people to develop in life and helping leaders learn how to do it as well as her, of this - 40 years has been spent as part of the 3<sup>rd</sup> Shoreham Sea Scout Group, including 13 years as Group Secretary. The Group owes Eve a huge debt of gratitude for her kindness and dedication over the many years she has spent in scouting. Eve is currently in hospital, the meeting wished her a speedy recovery. The meeting applauded Eve for all her work and contribution.

### John Coleman

John has spent many years in scouting including 17 years as Group Chair and supporting the Group as a trustee for many years afterwards. The meeting thanked John for his years of service to the group and his unstinting support of the leaders and young people he had helped to develop in scouting. There was a round of applause from the meeting.

### Will Holden

Will picked up the role of GSL following the ravages of the COVID pandemic, it is a result of the huge efforts that Will had made in picking up the role and recovering the Group afterwards that the group is growing and offering a full and interesting programme of scouting and water activities and that the 3<sup>rd</sup> Shoreham premises are in good shape, in

demand by other organisations in the community. The meeting thanked Will for his leadership, support and dedication. Will will remain involved with the Group as part of the County Sea School, helping to get young people and leaders out on the water. There was a round of applause from the meeting.

### Joy Carter

Joy started in scouting in 1971 giving 50 years to support the development of young people in Shoreham. She was the GSL for 3<sup>rd</sup> Shoreham Sea Scouts for a total of 26 years, providing leadership to the Group, the legacy of which is visible in the buildings and facilities enjoyed by the Group to this day. Joy died earlier this year and the collection at her funeral donated £600 for the Group, which will be used to purchase picnic benches in her memory to support young people in enjoying activities outdoors for years to come.

### Lesley Brown

Lesley's 10 years as a leader was recognised with a certificate and badge.

## **8. Closure of the AGM**

The Chair closed the formal business of the AGM and asked for any other business.

## **9. Any Other Business**

Cameron thanked those running the Group for their hard work, Will for picking up the GSL role, Julian for following on from Will and for his previous role as Chair.

Cameron thanked those running the Advebats Explorer unit in partnership with the Group and Colin and Sandra for keeping the Explorer unit running in the absence of a leader.

The Group discussed the introduction of Squirrels to the Group and agreed that the Group was not yet ready to run a Squirrel Dray.

The priorities for the Group looking forward will be to:

- Continue to run the excellent range of enjoyable activities for the young people within the Group
- Continue to support young people and leaders in getting out on the water
- Recruit more leaders to support existing activities, especially for the Scout sections
- Plan and install new showers within HQ
- Refresh the Ward Room
- Provide more new equipment for water activities and camps

Martin asked if there should be a standing item on the agenda regarding future projects/action. Jason noted that major expenditure decisions are made at a Trustee meeting but the AGM can include a discussion about future actions.

## **END OF MEETING**