



Annual General Meeting Agenda

Thursday 9 May 2024

- 1. Welcome & Apologies**
- 2. Approval of 2023 AGM Minutes**
- 3. Group Chairman's Report**
- 4. Group Scout Leader's Report**
- 5. Hunters Explorer Scout Unit Leader's Report**
- 6. Group Treasurer's Report & Approval of 2023 Accounts**

7. Governance Matters

It is recommended that the 13th Itchen North Scout Group:

- a) re-adopt the Constitution for a Group Scout Council and Board of Trustees as detailed in Rule 5 of The Scout's 'Policy, Organisation and Rules'.
- b) set the Group Scout Council Membership as detailed in Rule 5.4.4.2(a) of The Scout's 'Policy, Organisation and Rules'.
- c) agree the maximum number of Members on the Board of Trustees be twelve.
- d) agree a quorum of four members for all meetings of the Board of Trustees.
- e) thank Louise Nash for serving as Auditor for the 2023 accounts and to appoint Louise as Auditor for the 2024 accounts.

8. Appointment of Ex-Officio Members of the Group's Board of Trustees

- a) Group Lead Volunteer – Sarah Kinloch
- b) Group Chair – Nominations Received: Adam Mori
- c) Group Treasurer – Nominations Received: Daniel Cross

9. Appointment to the Group's Board of Trustees - Nominations Received:

- a) Jackie Bell-Tye
- b) Kathryn Beidas
- c) Theresa Booth
- d) Richard Clarke
- e) Robert George
- f) Clive Gould
- g) Rhian Huckle
- h) Helen Jurd
- i) Daniel Stride

10. Presentations

11. District Representative

13th Itchen North Scout Group
Group Scout Leader: Sarah Kinloch
Group Chairman: Adam Mori
Registered Charity Number 275337



Annual General Meeting Minutes

Thursday 11 May 2023

1. Welcome & Apologies

Present: Adam Mori (Group Chairman), Louise Smith (Group Treasurer), Sarah Kinloch (Group Scout Leader), Theresa Booth (Deputy Group Scout Leader), Clive Gould, Rhian Huckle, Andy Johnson (Hunters ESUL), Doug Miller (District Commissioner), Kate Gatehouse, Jane Corfe, Mick Wheatley, Carla Lightfoot, Sarah Wraith, Lauren Jamieson, Guy Jamieson, Carlos Pun, Katherine Pun, David Brown, Kelly Johnston, Paul Spratt, Damien Gilmartin, Claire Simper, Scott Simper, Vicky Hoodless, Chris Wetton, James Everett, Laura Chubb, Maggie Blair, Stuart Bottomley, Damian Murray, Charlotte Swain, Paul Hoskins, Lisa Suttney, Daniel Stride, Rebecca Stride, Emma Shawyer, Mike Shawyer, Nina Lutley, Luke Stammers, Rachel Stammers, Liz Stubbs, Tracey Harris, Lee Harris, Nicky Skelton, Catherine Goodall, Nicki Fry, Emma Neville, Tracey Reddington-Gould, Lisa Johnson, P Brown, B Hallum, H Findlay, Jane Beresford, Louise Snelgrove, Paul Snelgrove, Lorna Simpson

Also present but running the BBQ or activities for young people present were a number of 13th Itchen North and Hunters ESU Leaders, including: Ross Blair, Ally Ogg, Paul Hawkins, Juliette Ribb, Richard Clarke, Mike Rowden, Chris Bone

Apologies: Robert George

2. Approval of 2022 AGM Minutes

The minutes of the 2022 AGM were agreed as an accurate reflection of the last AGM and were unanimously agreed, proposed by Doug Miller and Seconded by Sarah Kinloch.

3. Group Chairman's Report

Adam, Group Chairman, summarised their report, reiterating thanks to all the volunteers who contributed to the Group, especially Sarah for her contributions as GSL, Lou as Treasurer and Clive as Quartermaster. There were no questions.

4. Group Scout Leader's Report

13th Itchen North Scout Group
Group Scout Leader: Sarah Kinloch
Group Chairman: Adam Mori
Registered Charity Number 275337

Sarah, Group Scout Leader, summarised their report, reiterating thanks to each of the section leadership teams and the Board of Trustees. There were no questions.

5. Hunters Explorer Scout Unit Leader's Report

Andy, Hunters Explorer Scout Leader, summarised their report, reiterating thanks to the rest of the ESU's leadership team. This was followed by a brief presentation from members of the Unit in advance of the upcoming Jamboree and Project 2023 trips.

6. Group Treasurer's Report & Approval of 2022 Accounts

There were no questions in relation to the Group's audited accounts, which were agreed unanimously, proposed by Theresa Booth and Seconded by Clive Gould.

7. Group Scout Leader's nomination of Group Chairman

Sarah nominated Adam to continue in the role of Group Chairman, which was unanimously supported by those present.

8. Governance Matters

As set out in advance of the meeting, the following was agreed unanimously, after having been proposed by Doug Miller and Seconded by Maggie Blair.

- a) That the 13th Itchen North Scout Group re-adopt the Constitution for a Group Scout Council and Board of Trustees as detailed in Rule 5 of The Scout's 'Policy, Organisation and Rules'.
- b) That the maximum number of Elected Members on the Board of Trustees be set at six.
- c) That the quorum be set at four members for all meetings of the Board of Trustees.
- d) To thank Louise Nash for serving as Auditor for the 2022 accounts and to appoint Louise as Auditor for the 2023 accounts.

9. Election of Ex-Officio Members of the Group's Board of Trustees

- a. **Group Treasurer** – Louise Smith
- b. **Group Secretary** – Nicki Bown-Fry

Following a request for nominations, Louise Smith was unanimously elected as Treasurer and Nicki Bown-Fry was unanimously elected as Secretary following. Each were Proposed and Seconded by Adam Mori and Sarah Kinloch respectively.

10. Appointment & Election of Members to the Group's Board of Trustees

- a. **To elect members to the Board of Trustees** – Nominations

Received:

- i. Clive Gould
- ii. Robert George

iii. Rhian Huckle
b. Nominated Members – Nominations Received: Nil

Following a request for further nominations, the individuals named above were unanimously elected as members of the Board of Trustees. Each were Proposed and Seconded by Adam Mori and Sarah Kinloch respectively.

11. Presentations

Lorna Simpson was presented with a 'Thanks' badge for her time as Badge Secretary for the Group.

Following Jim Simpson 'going home', an amount of money had been left by Jim for the Group. This had been put towards two patrol boxes, fully kitted out with cooking equipment and utensils. Each had a dedication plaque for Jim, alongside a badge bearing the cross of St Andrew. Clive presented this those present, particularly Lorna and Ewan.

Several 'Big Help Out' certificates were given out to parent volunteers to thank them for assisting with catering at Reef camp the week before.

12. District Representative

Doug Miller, District Commissioner, thanked all the volunteers at the Group for their continued efforts and shared that Hedge End was a particularly popular area for Scouting in the District. Doug noted that parents should be thankful for their young person's sought after place in the group and should get involved in the running of the group to demonstrate this.

The AGM was completed, and all enjoyed a BBQ despite the weather, where a Chief Scout's Silver Award was presented to a Young Person. During this, five individuals came forwards expressing an interest to join the Board of Trustees.



Group Chair Report

As Chair of the Board of Trustees it is my role to lead the team ensuring that the Group has the strong governance arrangements required for everything to run smoothly to allow our fantastic team of volunteers to deliver an exciting and varied programme. I hope Sarah's report is an indication that we have succeeded!

This last year has seen a number of changes to how the Board operates (including a name change from 'Executive Committees') but I am really pleased to say that a fresh group of parents getting involved at the last AGM has meant that we have been able to do the following in the last year:

- review the Group's GDPR policy,
- review the Partnership Agreement with Hunters ESU,
- review the Group's risk register,
- set a reserves policy and budget for the Group, maintaining the £12 subscription for a further year,
- review the Group's equipment and insurance requirements, and
- review the annual census return and endorse the GLV plan to grow the Group.

While I would like to thank all the members of our Board of Trustees for their contributions over the last year getting all of the above in place, I would like to specifically thank our Treasurer, Louise Smith. Lou returned to the Group three years ago to help get the Treasurer role up together and has transitioned the Group to more modern and time saving. Lou is taking a well-earned break from Scouting however and at the time of writing this report we still need a replacement Treasurer – this is a key role that the Group needs to have filled so if you have any thoughts about it please get in contact.

I would also like to thank Clive Gould for all his time dedicated to the Group, specifically as our Quartermaster. Perhaps an occasionally unrewarding role but one which truly benefits the Group as a whole and so we are all incredibly appreciative of Clive's time.

I hope it goes without saying that the numerous experiences and achievements the young people in the Group benefit from are only made possible due to our leadership teams – thank you all and congratulations to those who achieved wood beads or service awards in 2023!

And of course, on behalf of the Group I must express a mammoth thank you to Sarah, our Group Lead Volunteer. Sarah has overall responsibility for the entire

Group and her positive influence continues to be immeasurable. It is truly fantastic to see the Group come together under her leadership, and seeing the team genuinely enjoy their Scouting as a group of friends.

Adam Mori
Group Chair
13th Itchen North Scout Group



Group Scout Leader's Report

It has been another busy year for the 13th Itchen North Scout Group. Following a fantastic Group Camp at Lyons Copse in Autumn 2023, it is time to look back over the twelve months.

There was an excellent turnout for Remembrance Sunday in September. As GSL, it always makes me very proud to see our young people attending this event and pausing to remember the sacrifice made by others.



In October, we enjoyed a successful weekend Group Camp at Lyons Copse. Over ninety members of the 13th and Hunter's ESU camped together. You should have seen the food bill!!

We were visited on camp by a fantastic samba band, who entertained us for several hours on Saturday afternoon. They provided a very noisy but amazing demonstration, and then Group members were able to participate in using the drums.



Thankfully, the weather was on our side, and we were able to make full use of the outside space for all our activities. These included backwoods cooking, campfire, shooting and an obstacle course.

We also had a Superhero themed fancy dress day, where the Hunter's Leaders stole the show as the Teenage(!) Mutant Ninja Turtles!

A few 13th Scouts took part in this year's Roverang – a stage show of local Scouts and Guides at Barton Peveril's Rose Theatre. A massive well done to them!

We are very lucky to still have Young Leaders in most sections. These individuals continue to provide a great contribution to the section teams and are developing their leadership skills to hopefully become full adult leaders in due course.



Our sections have had an eventful year of activities:

Beavers:

- We have welcomed two new Leaders – Harry to Arapaho and Alastair to Blackfoot. Both were members of the 13th and have returned as 'homegrown' Leaders!
- Theresa continues to run Blackfoot, with Gemma and James at Arapaho.
- The programmes at both colonies have been exciting and varied...
- Learning to help others with the Emergency Aid badge.
- Getting out and about on hikes and doing campfires.
- Completing challenge badges.
- Focussing on health and fitness.

Cubs:

- Six Comanche Cubs and Four Cheyenne Cubs gained their Chief Scout Silver Awards.
- Food seems to have played a big part in the Cub programme this year, with both packs doing a 'Ready, Steady, Cook' evening, plus a number of other food-based meetings.
- There has been a focus on gaining challenge badges, with both the world and skills challenge badges being awarded.
- There have been some Leadership challenges at Cheyenne, but other members of the Group Leadership team have stepped in temporarily to run the pack, and there have been a good number of parents volunteering to help at section meetings – thank you.
- Comanche have embraced outdoor activities such as den building and kayaking.
- Cheyenne enjoyed a visit to the Lifeboat station.

Scouts:

- Two Zulu Scouts gained their Chief Scout Gold Awards.
- Both troops have practiced First Aid and gained their Emergency Aid badges.
- Masai and Zulu joined together for a joint camp at Copythorne.
- Masai also did troop camps at Braggers Wood and Copythorne.
- Both troops attended District Patrol Camp in June – an event for over 100 Itchen North Scouts organised for the second time on behalf of the District Commissioner by Ross Blair, one of the Masai Scout Leaders
- Zulu raised over £1000 sleeping rough at Cricket Camp as part of the 'Big Sleep out' for a Step by Step charity.
- The Scout programme has included evenings with archery, electrical skills, drug/alcohol information, orienteering, caving, Ready, Steady, Cook, food bank visits, water safety, escape rooms, geocaching...

At the 13th, we are now providing Scouting for 145 young people, and this continues to rise. This is due in no small part to the efforts of the Leader teams, and I would like to express my gratitude and thanks to them for all the time, effort and enthusiasm they bring.

I would also like to thank our Board of Trustees (formerly known as the Executive Committee), for giving up their time to help run the Group.

Lastly, many thanks to you as parents and supporters of the Group, for bringing your young people to all of the activities we run, for rolling up your sleeves and getting stuck in with tent erecting, tent striking, camp cooking, volunteering for parent help on section nights... the list is endless!

It's the people within the Group that make it what it is – a huge, successful team, and I am absolutely delighted to be part of it.

Sarah Kinloch
Group Lead Volunteer
13th Itchen North Scout Group



Hunters ESU Report

Hunters ESU have enjoyed another active and successful year.

We enjoyed camps at Youlbury, Scout Adventures campsite during Whitsun weekend in May 23, at Pinsent campsite in September 23, Group Camp with the 13th Itchen North Scout Group at Lyons Copse in September 23, Ferny Fest County run Explorer camp at Ferny Crofts in February 24 and the most fabulous IOW Revolution national Explorer camp on the IOW at Easter Weekend this year.

We have also had one Explorer (Edward George) attend the County led Winter expedition to the Brecon Beacons with Hampshire Scout Expeditions.

We enjoyed some fabulous day/night activities including New Forest Water Park in July 23 & again with the District in August 23. We also had a successful team entry into the overnight County run Hiking competition which is called Kudu in November. Our team competed at the highest level of competition at Gold standard, successfully completing the course around 0230 in the morning.

In March we competed in the National Monopoly Run competition in London where our teams had to navigate around the real-life locations on the Monopoly board. Departing early at 0630 from Hedge End and arriving back around 2030, this was a tremendously fun, long and tiring day for all involved. Our three teams had a fantastic time and enjoyed their time in London.

The summer of 2023 was groundbreaking for our Explorer Unit as we had eight Explorers, and three Leaders attend international expeditions through Scouting. We had four Explorers attend the 25th World Scout Jamboree in Korea last summer along with two of our leadership team (Ang. Knight and me). The Jamboree was truly an experience of a lifetime and became a worldwide news story due to the dangerously poor conditions on the campsite, extreme heat and several other factors. We were evacuated back to a Hotel in Seoul for the remainder of our time in Korea. The experience was memorable, quite extreme at times, certainly not what we had planned for but life enhancing for everyone that took part. Our Explorers became worldwide citizens, able to navigate and fend for themselves in a very different culture to that of our own. The way that they maintained their positivity and demonstrated their care and compassion for each other was really amazing and a very proud moment. I remember a very happy moment in the hotel when all the Hunters met up and shared our stories, had a photo and had massive, big smiles on our faces.

We had four Explorers attend the Hampshire Scouting Expedition around Europe last summer along with Rob Felstead attending as a leader. The expedition visited

Austria, the Czech Republic and Germany. They had rain follow them around Europe, but they had a fabulous time and experienced amazing activities including white water rafting, visiting a water park and exploring several cities.

All of us (participants and leaders) have enjoyed reunion camps and activities which allowed us all some time to catch up and share our stories together. Looking forward, we are looking forward to another camp at Youldbury later this month.

Our membership has steadied out at thirty Explorers and have many involved as Young Leaders involved within the Leadership teams of the sections in the 13th Itchen North Scout Group. In order to perform this role, they have to do an extensive training schedule which gives them the skills to be able to support the younger sections.

We have had several Explorers complete their Duke of Edinburgh awards at Bronze and Silver levels and also several achieve the Chief Scouts Award at Platinum and Diamond level – the highest that they can achieve in Explorers. We are very proud of all our Explorer's achievements and the commitment that they show to making Hunters a successful unit.

My thanks go to my fellow leaders of Chris Bone, Rob Felstead, Mike Bignell, Mike Veater and Angela Knight, and to the Hunters Explorers without whom none of the above would have been possible.

Andy Johnson
Explorer Scout Leader
Hunters Explorer Scout Unit

Template for the scrutineer's report to the trustees

Scrutineer's Report to the Trustees of the 13th Itchen North Scout Council

I report on the accounts of the Group/District for the year endedDEC.....2023.....

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/District's constitution, I have scrutinised the records and the accounts set out on all pages.

Scrutineer's Statement

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

Name:LOUISE NASH.....

Address:175 WALKER GARDENS.....

.....HEDGE END.....

.....SOUTHAMPTON.....

.....SO30 2AJ.....

Date:9TH APRIL 2024.....

Signature:..........

List of Major Assets:

List of Board of Trustees:

Sarah Kinloch – Group Scout Leader

Adam Mori – Chairman

Louise Smith – Treasurer

Nicki – Brown-Fry – Secretary

Theresa Booth, Clive Gould, Rhian Huckle, Robert George, Daniel Stride, Jackie Bell-Tye, Kathryn Beidas,
Emma Shawyer

Summary of accounts

Total Income 2024	39886.81	
Total Expenditure 2024	37928.32	1958.49 (Surplus)

Cricket Camp A/c	-10.00 In credit
Cash up front awaiting receipts	19.94 Theresa paid in Jan 2024

Prepaid Cards Balance	-1231.76 In account awaiting allocation
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Balance in a/c @31.12.23	14985.67
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Money set aside

PGL	3000.00
Prepaid cards	500.00 QM 1 of 3 Term budgets
	666.00 Badges 1 of 3 Term budgets
	1200.00 Units 1 of 3 Term budgets
	-1231.76 Awaiting allocation
January Rent	1111.50
Approx 150 Members @£55	8250.00
Total	13495.74 (£1489.93) Available

Money requested in OSM	39731.30
Money Received from OSM	38160.89
Fees charged from OSM	1570.41 Approx 4%

Go Cardless fees increase if requests are under £4, so leaders should plan to accommodate these activities to come out of there expenses

13th Itchen North Scout Group Balance Sheet

	Income	Expenditure
Opening Bank Balances as at 01 January 2023		
Lloyds Current Account	13027.18	
CCLA Deposit Fund	149.68	13176.86
Subscriptions/ Memberships	18475.44	7176.00
Activities	1358.72	2832.53
Cricket Camp Account		350.00 (balance cfwd £10)
Camps	19742.49	13820.76
Donations/Grants	22.55	100.00
Equipment		1217.72
Rent		3334.50
Bank Interest from CCLA	4.51	0.00
Badges		1231.98
Insurance		719.65
Pre-Paid cards (OSM)		6009.00 (balance cfwd £1231.76)
Group Clothing/Expenses	283.10	1136.18
Closing Bank Balances as at 31.12.2023		
Lloyds Current Account	14985.67	
CCLA Deposit Fund	149.68	15135.35
	<u>53063.67</u>	<u>53063.67</u>

