



Scouts

5th Potters Bar



2024-2025
ANNUAL REPORT

FROM THE CHAIRMAN'S DESK

2024/25 has been a busy year for the Group. In addition to the usual excellent camps and activities - some of the photos in this report show how well attended and enjoyed these have been - there has been lots of progress elsewhere. Renovations of the facilities at the Furze Field Headquarters have begun thanks to grants received. These upgrades will enhance all the washrooms, bringing them up to date and making them more accessible. We also purchased a new modern minibus during this period, ensuring that our transport remains reliable and suitable for future adventures.

A Burns Night was held in February and, by all accounts, was a big success. Sadly, there was no Potters Bar Carnival in 2025 - we hope this will return in 2026 and, as soon as we know, we will start plans to be involved, of course. Unfortunately, Christmas events in 2024 were also curtailed due to very adverse weather conditions on the planned day of our Santa Run. We look forward to releasing details of more Group events soon.

Although outside of the formal reporting period, it should be noted that our Scouts recently enjoyed a very successful trip to the Kent International Jamboree, and our linked Explorer Unit took part in the District expedition to Thailand and Singapore. Many of our leaders were heavily involved in supporting these events, and it would be remiss not to overlook the commitment and hard work that went into making them such a success.

We have had a slightly challenging year with some reasonably large expenses but have still retained comfortable reserves to ensure we remain viable as a Group, including contingency provisions. Our numbers have remained relatively healthy, but leaders (all volunteers) have at times been a little thin on the ground. We would like to appeal to all members to come along and support some events going forward when you can find the time. This could be as a regular helper, an occasional helper, or more formally if you would like to be involved with our Group meetings - please speak to a leader for details of how you can get involved. We welcome anyone who would like to help our young people grow and develop their skills for life.

We have also had some good press coverage in the local free press - the Potters Bar Eye and the PB Community News have both kindly supported us at different times, which is great.

We were very sad to learn of the passing of John Rowley, a true stalwart of 5th Potters Bar for several years - decades, in fact. Someone we all know and who could always be relied on to do 'his thing' in support of our Group. I remember his efforts at the Anniversary event that we held, curating a fantastic display of historic clippings, photos and other memorabilia documenting the Group's 85 years. John will be very sadly missed, and he and his family remain in our thoughts.

I shall finish by offering my heartfelt thanks, as I do every year, to everyone involved in 5th Potters Bar Scouts for all their work, both behind the scenes and front of house, in doing what they do for our members - THANK YOU, you are still amazing! A particular thank you also goes to Vinny Binoy, our Operations Coordinator, for her invaluable support throughout the year.

PETE MILES
Chairman



SCOUT TROOP REPORT

This past year has been active for our Scout group, marked by engaging meetings and memorable events. One significant highlight was the Kent International Jamboree Summer Camp, which provided an excellent opportunity for our young Scouts to explore a variety of skills and activities. The experience was enjoyable and invaluable for fostering friendships and personal development.

Our regular meetings showcased an array of fun and educational activities. Sessions included activity planning with pizzas, which sparked creativity and teamwork. One particularly meaningful event was the Harvest Bag packing, where Scouts gathered supplies for the local food bank, reinforcing the importance of community service. The Scouts also explored essential skills such as First Aid, Pioneering, and Map Reading.

Additionally, we had exciting activities such as laser tag and crazy golf, which gave the Scouts a chance to enjoy themselves while developing teamwork. Wide games at Tolmers Campsite, along with canoeing, hiking, and cycling adventures, encouraged physical activity and navigation skills. Various badge sessions, including communications and photography, helped Scouts gain new skills while progressing towards their awards. Events like the Pinewood Derby and outdoor fun evenings, including a camp-fire, allowed the Scouts to bond further in a relaxed environment.

The group also participated in events that added to their learning experiences. Scarefest provided a thrilling three-day adventure, while the Orienteering and Monopoly Challenges encouraged teamwork and strategic thinking. Our involvement in community events, such as the Church Christingle Service and St George's Day Parade, allowed the Scouts to contribute positively to the local area and engage with the wider community.

Looking ahead, excitement is building for a fun-packed programme that includes the Green Beret Challenge Camp. This forthcoming event promises to further enrich our Scouts' experiences, challenging them physically while also promoting teamwork.

As we reflect on the past year, we extend heartfelt thanks to all leaders for their dedication. Your efforts have significantly contributed to the vibrant atmosphere in our Scout group. We also appreciate the energy and enthusiasm from the Scouts, who make each meeting enjoyable, along with the support of parents and volunteers who play an essential role behind the scenes.

With the upcoming year looking bright and filled with opportunities to learn and grow, we are excited to continue this journey together in Scouting.

PHIL DAY
Scout Leader



BEAVER COLONY REPORT

This year has been an exciting and rewarding one for our Beaver Colony. After Tim stepped down, Halimah, Grace, and Kerry – supported by a fantastic team of young leaders – took over the running of the section with great energy and enthusiasm. The transition was seamless, and the Colony has thrived under their leadership. We are now proud to have a full group of 20 Beavers, with a waiting list of eager children ready to join, which speaks volumes about the strength and appeal of the programme.

A key focus this year has been linking weekly sessions closely to badge work. This has given the Beavers the chance to achieve a wide variety of badges, providing both a sense of progress and pride in their accomplishments. Alongside this, we packed our calendar with exciting activities – from visiting the fire station and learning about fire safety, to backwoods cooking and pioneering challenges. These opportunities kept sessions fun, engaging, and hands-on, while also building valuable life skills.

A real highlight was our activity day at Phasels Wood, where the Beavers took part in low ropes, rolling rock, archery, and aero ball. For many, it was their first time trying these activities, and it was wonderful to see their confidence grow as they gave each one a go. The excitement didn't stop there, as we also organised our first solo Beaver summer camp. This overnight adventure was a milestone for the Colony, and the Beavers loved the experience of being away from home with their friends. Staying up late, laughing together, and sharing the spirit of camp was an experience they will never forget.

Throughout the weekend, the children enjoyed a packed programme including caving, spider mountain, the downhill cresta run, and a night walk. Each activity brought its own challenges, but the Beavers approached them with enthusiasm and resilience. By the end of the camp, both leaders and Beavers were thoroughly exhausted, but filled with a sense of achievement and joy.

This year has truly shown the strength, energy, and spirit of our Beaver Colony. With the dedication of leaders and the enthusiasm of the children, we have created countless memories and set the stage for even more adventures to come.

HALIMAH HUSSAIN
Beaver Leader



CUB PACK REPORT

The Cub Pack continues to thrive, offering our young people a lively and varied programme throughout the year. Weekly meetings have been packed with fun, learning, and teamwork, keeping the Cubs engaged and excited to take part.

We began the year with lively games evenings that set the tone for an energetic programme. Cooking has been a popular focus, with practical sessions building up to a Cooking Competition where the Cubs showcased their creativity and skills. Seasonal activities were also highlights, including Halloween Fright Night, Christmas crafts, and the chance to make thoughtful gifts for Mother's Day. Themed evenings such as Robot Wars, Star Wars Night, and Faith Night brought a fresh sense of fun and discovery, encouraging the Cubs to explore new ideas and interests.

Outdoor adventure has played an important part in the programme. From the Chip Shop Hike and outdoor cooking to gardening crafts, the Cubs enjoyed plenty of hands-on experiences beyond the hut. Taking part in the St George's Day Parade also gave the Pack a strong sense of belonging to the wider Scouting family, and it was wonderful to see them represent the Group so proudly.

It has been another successful year for the Cubs, full of learning, laughter, and friendship. With thanks to our dedicated leadership team and supportive parents, the Cubs have created many happy memories and are well placed for more adventures in the year ahead.

MICHELE PENDRELL-SMITH
Cub Scout Leader



Annual General Meeting of the 5th Potters Bar Scout Group Council (Charity no. 302560)

On Friday 3rd October 2025 @ 7.30pm
Morven Guide HQ, The Causeway, Potters Bar, Herts, EN6 5HA

AGENDA

1. Apologies and welcome
2. Vote to approve the Minutes from last AGM
3. Receive and adopt the Annual Report for the year ending 31st March 2025
4. Receive and adopt the Treasurer's Report and Annual Accounts for the year ending 31st March 2025
5. Appoint the Trustee Board's recommendation for Group Chair
6. Appoint the Trustee Board's recommendation for Group Secretary
(currently vacant – if interested, please speak to the Chairman)
7. Appoint the Trustee Board's recommendation for Group Treasurer
8. Appoint members of the Trustee Board
9. Vote to fully adopt the Group's Constitution in the model form
(without amendment) provided by The Scout Association at Section 5.4 of the Scout Association's Policy, Organisation and Rules.
10. Vote to agree the appointment of Roger Moore MBE as the Independent Examiner of the Group's Accounts.

11.The Group Scout Council notes that the Group's Financial Year runs
from 1 April to 31 March.

12.Vote to determine the Quorum required for meetings of the Trustee
Board and the maximum total number of members.

13.Vote to determine the Quorum required for meetings of the Scout
Council.

14.Review of previous year by Group Lead Volunteer and remarks from
the District Lead Volunteer.

15.Presentations

16.AOB

17.BBQ and Entertainment!

5TH POTTERS BAR SCOUT GROUP

RECEIPTS & PAYMENTS ACCOUNT SUMMARY
FOR THE YEAR ENDED 31ST MARCH 2025

	31/3/2025	31/3/2024	31/3/2023	31/3/2022
Total receipts for the year	55,177.48	48,778.32	45,319.85	33,867.23
Total payments for the year	84,449.56	34,481.36	50,948.55	26,117.81
Surplus/(Deficit) for the year	(29,272.08)	14,296.96	(5,628.70)	7,749.42
RECEIPTS FOR THE YEAR ENDED	31/3/2025	31/3/2024	31/3/2023	31/3/2022
Membership Subscriptions received	3,543.57	2,995.54	4,670.11	3,109.27
Membership Subscriptions refunded	(270.00)	-	-	-
Membership Subscriptions paid	(3,618.00)	(2,775.00)	(2,756.00)	(3,009.00)
	(344.43)	220.54	1,914.11	100.27
Activities	2,517.40	732.15	4,056.08	2,615.46
Camp Acc.	-	4,830.00	1,078.54	6,991.33
District	2,505.00	-	-	-
Fundraising	4,231.48	5,967.56	5,213.75	13.67
Misc Refund	228.75	26.00	29.50	-
Insurance claim	783.35	-	4,027.72	-
Use of Minibus	8,258.20	4,539.37	4,087.55	1,536.11
Donations	425.32	1,291.28	189.32	85.00
Rent	27,585.99	27,812.67	21,785.00	19,001.75
Sundry receipts (t-shirts, sale of old minibuses etc)	5,098.42	583.75	182.28	514.64
TOTAL RECEIPTS FOR THE YEAR	51,289.48	46,003.32	42,563.85	30,858.23
PAYMENTS FOR THE YEAR ENDED	31/3/2025	31/3/2024	31/3/2023	31/3/2022
Administration	2,069.95	-	-	-
Rent	391.16	346.16	346.16	346.16
Letting Commission	-	-	3,750.00	-
District	2,505.00	-	-	-
Water	574.15	384.62	347.82	224.98
Electricity	1,314.71	1,486.30	2,705.09	3,177.21
Broadband	299.88	299.88	299.88	324.87
Gas	395.06	2,136.05	224.35	-
Insurance	1,656.71	1,813.78	4,265.46	1,724.18
Repairs & Renewals	8,694.92	3,848.13	14,953.20	3,207.39
Donations, Grants and Gifts	296.75	1,742.08	550.00	75.00
Activities	10,692.72	4,096.13	4,571.33	3,446.75
Camp Acc.	-	4,436.88	2,610.30	5,027.31
Fundraising Expenses	2,865.03	3,845.66	2,106.81	-
Misc expenses (website/computer costs/other)	767.82	824.63	1,060.70	531.92
Purchase of Capital Equipment (Inc. minibus)	31,548.49	813.73	629.80	184.84
Minibus expenses	15,224.58	3,242.80	8,219.11	4,375.20
Purchase of Badges & T shirts	1,264.63	2,389.53	1,552.54	463.00
TOTAL PAYMENTS FOR THE YEAR	80,561.56	31,706.36	48,192.55	23,108.81
STATEMENT OF ASSETS (& LIABILITIES) AT :	31/3/2025	31/3/2024	31/3/2023	31/3/2022
Nat West Bank Account - 13152343	10,438.64	39,428.77	23,595.37	27,556.28
Nat West Bank Account - 13618377	0.00	848.12	455.00	1,986.76
OSM Expense Account	465.85	-	-	-
Unpresented cheques	-	(100.32)	(100.32)	(100.32)
Uncleared cheques/debits	-	(2,065.59)	(136.03)	-
2023/24 Expenses adjustment	(2,065.59)	-	-	-
TOTAL	8,838.90	38,110.98	23,814.02	29,442.72
Surplus for year	(29,272.08)	14,296.96	(5,628.70)	7,749.42
Surplus brought forward	38,110.98	23,814.02	29,442.72	21,693.30
TOTAL	8,838.90	38,110.98	23,814.02	29,442.72

Independent examiners report to members of the 5th Potters Bar Scout Group

Please refer to page two.

The above accounts summary was presented to the Group Scout Council at the AGM held on the 3 October 2025. Approved by the Trustees and signed on their behalf by:

Signed by:

David Sanderson

A80B34364F37430...

David Sanderson

Signed by:

Peter Miles

7500A75D3997421...

Peter Miles

Independent examiners report to members of the 5th Potters Bar Scout Group

I report that I have examined, without carrying out an audit, the books vouchers and records of the 5th Potters Bar Scout Group and that the receipts and payments and particulars of the assets and liabilities as at the 31st March 2025 are in accordance therewith and I have verified the cash and bank balances that were provided to me.

However, I have been informed that in September 2025 the Group uncovered a further GoCardless account in 5th Potters Bar Scouts name which was unknown to the Treasurer and initially not used. GoCardless, the electronic payments platform used by the Group, had withheld funds in this account because verification of the Trustees had not been carried out in accordance with their terms and conditions. Crucially, GoCardless failed to notify the Group that funds were being withheld, issuing only a single email requesting verification, with no follow-up or indication of the withholding.

The Group had previously verified the GoCardless account they were aware of—one that had been paying into their bank account regularly—and reasonably assumed that all necessary steps had been taken to ensure continuity of payments. The issue only came to light when the Trustees noticed that recent subscription payments were not being credited and that receivables were lower than expected. The Treasurer acted promptly to investigate and identified the existence of the second account.

The credit amount was £15,760.83 which appears to have accrued from part subscriptions and part camp fees extending back over a number of years but also includes monies received for 2025/26. How this unknown account accrued funds is currently being investigated by the Treasurer, but in his view, it is unlikely that it can be properly allocated to specific accounts in preceding years.

The Group is in the process of submitting a formal complaint to GoCardless regarding their handling of the matter.

After discussions with the committee and Reporting accountant it has been decided to exclude this amount from the 2024/25 accounts and not to adjust earlier reported numbers. For the 2025/26 accounts this amount will be treated as an exceptional credit item unless full information can be gained for all the entries to allow reallocations. I have been assured that the committee will be taking steps to reduce the risk of similar situations occurring, including regularly monitoring both GoCardless accounts for withheld funds.



Roger Moore MBE

Trustees' Annual Report

For the period

From (start date)

0	1	0	4	2	4
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 to end date

3		1	0	3	2	5
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Section A

Reference and administration details

Charity name

5th Potters Bar Scout Group

Other names the charity is known by

Registered charity number (if any)

3	0	2	5	6	0
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Charity's principal address

124 Moffats Lane

Brookmans Park

Herts

Postcode

AL9 7RW

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Notes/ Dates acted if not for whole year
1	Peter Miles	Chair	
2	Chris Brunning	Joint Group Lead Volunteer	
3	James Sanderson	Joint Group Lead Volunteer	
4	David Sanderson	Treasurer	
5	Michelle Pendrell-Smith	Trustee Board member	
6	Mark Trollope	Trustee Board member	
7	Jay Pendrell-Smith	Trustee Board member	
8	Dapo Konu	Trustee Board member	
9	Tim Young	Trustee Board member	
10			
11			
12			
13			

Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information but encouraged as best practice)

Type of advisor	Name	Address
Independent Examiner	Roger Moore MBE	Redacted

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The Group's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of The Scout Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

(e.g. trust, association, company)

The Group is a trust established under its rules which are common to all Scout Groups.

Trustee selection methods

(e.g. appointed by, elected by)

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

The Group is managed by the Trustee Board, members of which are the 'Charity Trustees' of the Scout Group which is an educational charity. As charity trustees, they are responsible for complying with legislation applicable to charities. This includes registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Policies and procedures adopted for:

- a) the induction and training of trustees;
- b) trustee consideration of major risks and the systems and procedures to manage them

The Trustee Board consists of the Chair, Treasurer and other Trustees as set out above and meets every 2-3 months. Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that give young

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>The Trustee Board has identified the major risks to which they believe the Group is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:</p> <p>Damage to the building, property and equipment. The Group would request the use of buildings, property and equipment from neighbouring organisations such as local churches, community centres and other Scout Groups. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p>Injury to leaders, helpers, supporters and members. The Group (through the capitation fees) contributes to the Scout Association's national personal accident and medical insurance policy. We also arrange our own Personal Accident Insurance for Leaders and Adults, and non-member children. Risk Assessments are undertaken before all activities.</p> <p>Reduced income from fund raising and/or Rent. The Group is reliant upon income from fundraising and Rent. The Group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the level of subscriptions, either temporarily or permanently, if so required.</p> <p>Reduction or loss of Leaders. The Group is reliant upon volunteers to run and administer its activities. If there was a reduction in the number of leaders to an unacceptable level in a particular section (or the group as a whole) then there would have to be a contraction, consolidation or closure of a section. In such a situation, the Group would take all necessary steps to attempt to return the Group to the status quo.</p> <p>Significant reduction or loss of members. The Group provides activities for all local young people aged 6 to 18. If there was a significant reduction in membership in a particular section or the Group as whole then there would have to be a contraction, consolidation or closure of a section. In such a situation, the Group would take all necessary steps to attempt to return the Group to the status quo.</p> <p>Risk and Internal Control</p> <p>The group has in place systems of <i>internal controls</i> that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>
Summary of the main activities in relation to these objects	<p>Regular weekly meetings during the school term time for Beavers, Cubs and Scouts, plus plenty of outdoor activities including, camping, hiking, cooking, canoeing, rafting, climbing, caving, cycling, and sports. All Leaders and Trustee Board members are unpaid volunteers.</p>
Additional details of the objectives and activities	
Public Benefit Statement	<p>The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.</p>

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Membership levels are good and we continue to offer many exciting activities and opportunities to our members, including offering camping and residential experiences to our young people. We continue to train younger leaders within the Group as part of our planning for the future. The Group is very much encouraged by the excellent relationship we have with our nursery tenants.

Section E

Financial Review

Brief statement of the charity's policy on reserves

Reserves Policy

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the Group should income and fundraising activities fall short. The Trustee Board considers that the Group should hold a sum equivalent to 6 months' operating costs, circa £10,000 as the minimum reserve.

The Group held reserves of approximately £10,000 at year end**, which the Trustee Board considers to be entirely reasonable given the following matters: current uncertainties arising out of global affairs, the eventual costly renewal of both minibuses to meet current emissions standards and inflation.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

**Please refer to the Independent Examiner's Report which highlights an issue with a previously unknown GoCardless account holding £15,760.83 of Group funds. The balance, arising from subscription and camp payments over several years, was withheld without adequate notification to the Group. The Trustees have submitted a formal complaint to GoCardless and will treat the balance as an exceptional item in 2025/26 while implementing additional monitoring controls to prevent recurrence.

Investment Policy

<ul style="list-style-type: none">the charity’s principal sources of funds (including any fundraising);	The Group's main sources of income are (i) subscription fees, (ii) rental income from third party users of our leasehold premises; (iii) vehicle rentals; and (iii) fundraising on an ad hoc basis. The Group's Income and Expenditure is relatively small and as a consequence, the Group does not have sufficient funds to invest in longer-term investments such as stocks and shares and our reserves are generally earmarked for future capital expenditure. The Group has therefore adopted a low-risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.
<ul style="list-style-type: none">how expenditure has supported the key objectives of the charity;	The main expenditure has been on maintaining and repairing our leasehold premises, where the majority of meetings of the Scout Group are held. Additionally, the vehicles and trailers owned by the Group and kept at the premises require regular maintenance. The Headquarters is also used by two of the local Guide and Brownie Units and the local Explorer Scout Unit, in addition to other rent-generating third party users of the premises.
<ul style="list-style-type: none">investment policy and objectives	The Group does not have sufficient funds to invest in longer term investments, particularly as reserves are generally earmarked for future capital expenditure. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section F	Other Optional Information
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Plans for future periods (details of any significant activities planned to achieve them)	
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Section G	Declaration
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The trustees declare that they have approved the trustees’ report above

Signed on behalf of the charity’s trustees

Signature(s)	<div>Signed by: <i>Peter Miles</i> 7500A75D3997421...</div>	<div>Signed by: <i>David Sanderson</i> A80B34364F37430...</div>
Full name(s)	Peter Miles	David Sanderson
Position (eg Secretary, Chair)	Chairman	Treasurer

Date 01 October 2025

Minutes of the Annual General Meeting of the 5th Potters Bar Scout Group Council (Charity no. 302560)

Friday 13th September 2024 @ 7.30pm
Morven Guide HQ, The Causeway, Potters Bar, Herts, EN6 5HA

- 1. Apologies and welcome**
 - a. No apologies received.
- 2. Vote to approve the Minutes from last AGM**
 - a. Approved by a show of hands.
 - b. Chair signed a copy for records.
- 3. Receive and adopt the Annual Report for the year ending March 2024**
 - a. No questions, Annual Report adopted.
- 4. Receive and adopt the Treasurer's Report and Annual Accounts for the year ending 31st March 2024**
 - a. No questions, Treasurer's Report & Annual Accounts adopted.
- 5. Appoint the Trustee Board's recommendation for Group Chair, Peter Miles**
 - a. Approved by a show of hands.
- 6. Group to elect the Group Secretary (position vacant)**
 - a. No volunteers for the role.
 - b. Chair invited volunteers to come forward at any point after the meeting
- 7. Appoint the Trustee Board's recommendation for Group Treasurer**
 - a. Chair advised the Trustees recommend the appointment of David Sanderson who has kindly agreed to serve for another year.
 - b. Approved by a show of hands.
- 8. Appoint members of the Group Scout Council to the Trustee Board**
 - a. The individuals below were reappointed by a show of hands. Chair also encouraged more parents to join the Trustee Board:

James Sanderson	Group Scout Leader (role share)/Trustee	Appointed by Group Council (only one GSL can be ex-officio)	8
Michele Pendrell-Smith	Trustee	Appointed by Group Council	8
Jay Pendrell-Smith	Trustee	Appointed by Group Council	8
Mark Trollope	Trustee	Appointed by Group Council	8
Dapo Konu	Trustee	Appointed by Group Council	8
Tim Young	Trustee	Appointed by Group Council	8

9. **Vote to fully adopt the Group's Constitution in the model form** (without amendment) provided by The Scout Association at Section 5.4 of the Policy, Organisation and Rules.
 - a. Chair explained that this is a requirement to adopt at each AGM.
 - b. Approved by a show of hands.
10. **Vote to agree the appointment of Roger Moore MBE as the Independent Examiner of the Group's Accounts.**
 - a. Approved by a show of hands.
 - b. Chair thanked Roger for examining the accounts again
11. **The Group Scout Council notes that the Group's Financial Year runs from 1 April to 31 March.**
 - a. Chair mentioned the dates of our financial year as above.
12. **Vote to determine the Quorum required for meetings of the Trustee Board and the maximum total number of members.**
 - a. Quorum for the Trustee Board is now set out in POR (Policy Organisation and Rules). This is a recent change.
13. **Vote to determine the Quorum required for meetings of the Scout Council.**
 - a. Chair explained proposal that 10 members of the Scout Council (including members, parents, leaders, etc) required in attendance at an AGM for decisions taken to be effective.
 - b. Approved by a show of hands.
14. **Scouting Challenges**
 - a. Chris/Chair mentioned that we have an urgent need for more leaders and help with administration etc. and invited anyone interested to speak to a member of the Team at any stage after the meeting.
15. **Presentations**
 - a. A presentation by a young member was given to Chris Brunning to mark his retirement as a Leader and to thank him for his many years of dedicated service.
 - b. Gordon Marshall from the District Team presented service certificates to:
 - i. David Sanderson (5 years' service)
 - ii. Phil Day: 2 awards for his dedicated service.
 - iii. We congratulate both on their achievements.
16. **Any Other Business**
 - a. Dapo Konu (Trustee Board) mentioned the upcoming Christmas Santa Run Event 7 December at the Furze field Hut
 - b. There being no further business to discuss, all proceeded outside for a very well attended BBQ, with drinks and desserts, and games for members to enjoy.
 - c. Thank you to all that attended and organised.




Scouts

Three leaders of the future need one leader today.

Could that leader be you? Put your skills to use, learn new ones, and help inspire a new generation.

No Scout background necessary and give as much or as little time as you like. The good news is that it's as good for you as it is for them!

Find out how you can volunteer on a flexible basis. It'll be the best thing you do all week. Please email hello@5pbscouts.co.uk.

5pbscouts.co.uk

#SkillsForLife

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Scouts

5th Potters Bar

**You're...
the bee's knees,
top of the heap,
second to none.**

Thank you

**...to our amazing volunteers at
5th Potters Bar**



WE NEED **YOUR HELP**

A thriving Group such as ours requires lots of help, whether that is in leadership positions, helping with administration or becoming an occasional helper at activities.

We rely on the generosity of our volunteers to make it happen.



Our website includes up-to-date programmes for each section, photos and more!

5PBSCOUTS.CO.UK