

Annual General Meeting

22nd June 2024



Scouts

1st Upton-by-Chester



1. Welcome

- by Alan Wilding
(District Lead Volunteer
Acting Group Scout leader)

2. Approval of last year's AGM minutes

held 17th June 2023



#SkillsForLife

3. Appointments of Officers and Trustees

The following appointments are recommended by the Group Trustee Board

- **Appointment of Group Chair**

No nominations have been received and this role is currently vacant

- **Appointment of Group Treasurer**

Ian James - Term of 3 years



- **Members of the Board of Trustees:**

Alan Wilding (Ex-Officio) Acting Group Lead Volunteer

Mike Stout	– Term of 3 years
Sean McNamee	– Term of 1 year
Robert Davies	– Term of 3 Years
Jane Butcher	– Term of 2 Years
John Hickson	– Term of 2 years

- **Independent Examiner of Accounts:**

Julie Bates



4. Group's Constitution

- The Board has recommended that the Model Group Constitution from The Scout Association is implemented.
- The objective and primary purpose of the Charity is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.
- It is proposed that the Board review the Constitution during the next 12 months to align further with the local community and its existing procedures.
- Approval and Adoption of the Group's Constitution is requested

5. Note on the Group's Financial Period

Currently Financial Year -> April 1st - March 31st

Sufficient time to close with independent review prior to June/July Scout Leaders Funday alignment with an AGM approval

Approval is requested to change the period to:

Future Financial Years -> February 1st - January 31st

For Clarity the next Financial Year would be

April 1st 2024 – January 31st 2025

Subsequent years will be

February 1st – January

6. Annual Review

- Annual Statement of the Accounts – Ian James
- Community Centre use - John Hickson and Rob Davies
- Annual review of Scouting Activities – Section Leaders
- Presentation of Awards



#SkillsForLife

Annual Accounts

Financial year 1 April 2023 to 31 March 2024

A mixture of activities for Beavers, Cubs and Scouts, with some equipment and maintenance purchases, funded by excellent venue hire income

INCOME

Scouting

Incoming payments for planned activities for young people, including membership
Approximately £9,800

Hall Income

Main income is hall hiring, particularly to the NHS, who have multiple sessions throughout the period
Approximately £18,200

Total c.£28,100

OUTGOING PAYMENTS

Scouting

Payments for young people's activities, membership and scout insurance.
Approximately £12,900

Hall Payments

Other costs, including utilities, building maintenance and cleaning
Approximately £10,200

Total c.£23,100

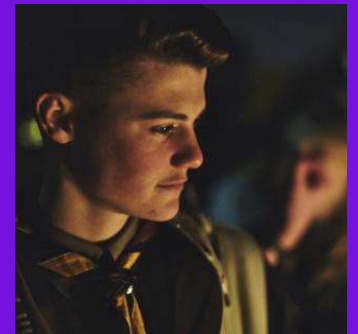


#SkillsForLife

CASH FUNDS IN BANK ACCOUNT

Funds in account on:
31 March 2024 £14,292.64
(excludes emergency reserve at £10,000)

As a comparison, funds in account on:
31 March 2023 £9,298.92
(excludes emergency reserve at £10,000)



- Healthy accounts
- Scouting heavily supported by hiring the Arkell Centre to third party, particularly NHS
- Current accounts are awaiting independent review
- This will align with AGM in future years with a change in financial period
- Headline figures from the Group's Annual Accounts. If you require more detail following the scrutineer's review, please email Treasurer@1stupton-by-chester.org.uk

The Arkell Centre:

- John Hickson, Trustee
- Rob Davies, Trustee



#SkillsForLife
e

Community Rentals 2023/24

- **Supports Scouting by providing 65% of retained income.**
- **Approx 2/3rds of Income is from renting**
- **3 new hirers in last year... but 2 failed**
- **Recent Puppy Classes added**
- **Typically, 10 rentals per week + NHS Hub**

Community Rentals 2023/24

- **NHS Groups continue in school holidays**
- **Daily occupancy discourages vandalism**
- **All rents reviewed Q1 2024**
- **Polling Station Use**
- **Children's Parties still suspended currently**

The Arkell Centre Maintenance & Improvements

Investment in the form of ongoing maintenance and improvements to the building and facilities of the Arkell centre is managed by the trustees with several projects completed and ongoing. Some projects have involved youth members.

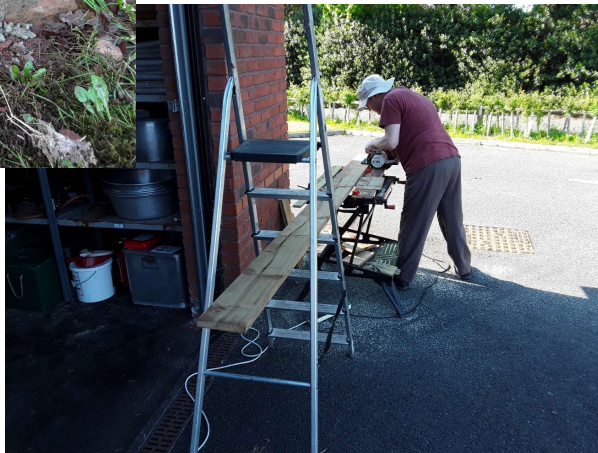


Completed projects;

- Finger protection to all doors.
- Disabled access ramps for front and rear entrances
- Community registered public accessible AED to front of building.
- Additional paving stones to front access ramp for improved manoeuvrability.

Completed projects (Cont.);

- The premises has now been allocated a number – 89 Upton Grange – allowing new other users and emergency vehicles to find us more quickly.
- New underground drainage system in NHS garden, preventing muddy access routes.
- Installation of toe boards around front and side perimeter to better protect the new hedge.
- Replacement of damaged air bricks around front of premises.



Ongoing projects;

- Tent drying equipment installation to garage.
- Extension to front hedge.
- Ongoing preparation for repainting the interior of premises throughout.
- Investigation into onsite renewable energy generation for Centre use.

Scouting Equipment Maintenance & Improvements

Equipment maintenance and improvements are responsibility of group quartermaster with input from group trustees. Scout involvement with the care and maintenance of the equipment they use is encouraged.



Activity Equipment;

- New pioneering poles to replace the old damaged ones with improvements to pole store.
- Servicing all 28 of our nylon/polyester/polycotton tents and poles is nearly completed, with help and checking from our Scouts.
- Old basketball stands now refurbished, and with new nets.
- Our leather flag belts for Remembrance Day have all been oiled and polished, for smartness and flexibility

Annual Review of Scouting activities

15 slides withheld from online submission



#SkillsForLife

Presentation of Scouting Awards



#SkillsForLife

7. Closing remarks Group Lead Volunteer



#SkillsForLife

1st Upton-by-Chester Scout Group

Group Treasurer Report, Annual Accounts 1st April 2023 to 31st March 2024

Ian James

This report includes details of income and outgoings for the 1st Upton-by-Chester Scout Group for the year from 1 April 2023 to 31 March 2024.

An income of £18,204.96 was received from hiring out the hall. Other incoming payments were membership subscriptions of £6,486.02 and income for activities of £3,362.89.

The outgoing membership fee to cover national, county, area and district subs was £3,737.50. The outgoing payments for activities for the Beavers, Cubs and Scouts totalled £6,236.10. Other outgoing payments included utilities costs (£4,981.68), insurance (£2,221.31), building maintenance and cleaning costs (£5,171.97) and materials and equipment (£145.08).

A breakdown of the accounts is shown in tables below.

INCOME	2023/2024	2022/2023
Membership subscriptions	£6,486.02	£6,663.18
Camp and activity income	£3,362.89	£2,961.18
Accidental payment by hall hirer (refunded below)	£0.00	£144.00
Utility refund	£15.42	-
Donations	£0.00	£10.00
Misc (donation for purchase of AED)	£0.00	£1,869.00
Venue hire income	£18,204.96	£18,679.96
Total	£28,069.29	£30,327.32
COSTS OF SALES (DEDUCTED FROM INCOME)		
Membership paid on (national, county, area, district)	-£3,737.50	-£4,345.00
TOTAL RETAINED INCOME	£24,331.79	£25,982.32

PAYMENTS		
AGM and trustee expenses	£63.95	£27.50
Youth programme and activities	£6,236.10	£6,145.85
Fundraising costs/ donations	£0.00	£500.00
Building utilities	£4,981.68	£4,506.68
Insurance	£2,221.31	£2,413.31
Building maintenance (including cleaning costs)	£5,171.97	£5,702.58
Materials and equipment (including repairs/renewals)	£145.08	£5,964.86
COVID-19 costs	£0.00	£0.00
Printing/copying and computer costs	£495.98	£385.56
Asset and investment purchases	£0.00	£0.00
Training costs	£0.00	£100.00
Refunds (youth programme and activities)	£22.00	£451.00
TOTAL PAYMENTS	£19,338.07	£26,197.34

SUMMARY OF FUNDS	2023/2024	2022/2023
Income received minus outgoing payments (operating income)	£4,993.72	-£215.02
Cash funds at previous year end	£19,298.92	£19,514.01
TOTAL CASH FUNDS AT YEAR END	£24,292.64	£19,298.92

STATEMENT OF ASSETS AND LIABILITIES	2023/2024	2022/2023
ASSETS		
Land and buildings	£482,281.80	£459,316.00
Scouting equipment, furniture, etc	£62,266.00	£45,178.06
Total cash funds	£24,292.64	£19,298.92
LIABILITIES		
Accounts not yet paid	£0.00	£0.00

Contingent liabilities and future obligations- none.

The above income and payments details and statement of assets and liabilities were approved by the Trustees on 14th May 2024 and signed on their behalf by:

Position	Name	Signature
Acting Group Scout Leader	Alan Wilding	
Treasurer	Ian James	

Scrutineer's Report to the Trustees of the 1st Upton-by-Chester Scout Council

I report on the accounts of the Group/District for the year ended 31st March 2024.

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 page 1.

Scrutineer's Statement

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



Name: Julie Bates, ACMA, CGMA
Address: 21 Queensway
Newton
Chester CH2 1PF

Date: 1st January 2025