

Join us at our Summer BBQ, Party & AGM

**Sat, 22nd June
5pm (prompt)**

1stsedgleyscouts.org.uk
#SkillsForLife

All parents, leaders, helpers, members, and friends of the Group are invited to join us.

Enjoy delicious food, sunshine, and live entertainment as we seamlessly integrate our AGM into this fun-filled event. Bring your favorite drink, and we'll provide the food and the tunes!



Scouts
1st Sedgley

**1st Sedgley Scout Group
AGM Pack
including
Trustees Annual Report & Accounts
for the year ended 31 March 2024**

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1ST SEDGLEY SCOUT COUNCIL

Annual General Meeting

5pm Saturday 22 June 2024 at Jubilee Hall Sedgley

AGENDA

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Presentations**
- 4. Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on Friday 7th July 2023
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Adopt the quorum for a meeting of a Group Trustee Board, is one third of the Trustees (ex officio plus appointed plus co-opted) plus one.
 - d. Agree Group's financial year shall be 1 April to 31 March
 - e. Approve appointed and community members of the Group Scout Council
 - f. Agree the Trustee Board, will be 12 Trustees, comprising of:
 - i. Chair
 - ii. Treasurer
 - iii. Lead Volunteer - ex-officio
 - iv. Additional appointed Trustees
 - v. Co-opted Trustees (where appropriate)
 - g. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM) as 19.
- 5. Review of the previous year**
 - a. The Group Chair Report and Comments (See AGM Pack)
 - b. The Group Lead Volunteer's review of Scouting in the Group (See AGM Pack)
 - c. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts (See AGM Pack)
- 6. Making appointments**
 - a. Appoint the Group Chair, following recommendation from the open selection process initiated by the Group Trustee Board
 - b. Appoint the Group Treasurer, following recommendation from the open selection process initiated by the Group Trustee Board
 - c. Appoint members of the Group Trustee Board, following recommendations from the open selection process initiated by the Group Trustee Board
 - d. Appoint the Auditor/ Examiner
- 7. Any Other Business**
- 8. Closing remarks**



Minutes of Annual General Meeting

Saturday 7 July 2023 – 7pm Jubilee Hall Sedgley

Attendees:

Ted Batham District Commissioner (DC), Mandy Todd (GSL), David Baugh (Group Chair) Saul Burton Dep. Group Chair (DGC), Leaders, Trustees, Group Council Members, Invited Guests.

Apologies:

Neil Porter, Debra Baugh, Chris Burton, Pat Foster

Chairman's Welcome:

The Chair welcomed everyone and commented on such a good turnout. Stating that the AGM Pack was sent out in advance electronically with hard copies available on seats and that the meeting would be followed by presentations and social evening with live music and BBQ run by the Scout Section.

Presentations:

The DC made presentations to Leaders, Adult volunteers and to members achieving Chief Scout Awards. The DC stated that he wanted to thank those who have awards and everyone that plays a role in the Scout Group. That the awards were highly deserved and emphasised the importance of recognising service. The DC also apologised, that he could not stay behind after the AGM due to other scouting commitments.

The Chair said that formal part of the AGM is open and would now follow the agenda with the AGM Pack

The Trustee Board Quorum

The Chair stated that the Group constitution quorum is set at 4 Members including the Chair or Deputy Chair.

Minutes Of Last AGM:

There were no comments or questions to last year's minutes. The Minutes were agreed as true record.

Annual Report and Accounts:

The Annual Report & accounts for the year ended 31 March 2023 are included in the AGM Pack.

Group Scout Leader's Appointment of Group Chair

David Baugh was re-appointed as Group Chair

Election of Group Secretary

- Clare Ford was re-appointed as Group Secretary

Election of Group Treasurer

- Beverley Wakelam was appointed as Group Treasurer having been co-opted earlier in the year.

Trustee Board Members Nominated by Group Chair & Approved

- Louise Porter – Hall Hire Manager,
- Saul Burton – Deputy Chair
- Paul Todd - Trustee
- Kaliegh Lowe - Trustee
- Rachel Clarke - Trustee
- Neil Porter - Trustee

Group Trustee Board Members by virtue of their other Adult Roles

- Mandy Todd - Ex-Officio (Group Scout Leader)
- Rob Barlow – Ex-Officio (Assistant Group Scout Leader)
- Helen Whitehouse - Ex-Officio (Cub Scout Leader)
- Phil Bate Ex-Officio (Assistant Scout Leader)

Trustee Board Members Election from the Group Scout Council: Approved

None – The Chair asked that if anyone wished to join the Trustee Board could approach any adult Volunteer after the meeting.

Appointment of Auditors: Approved

- Neal & Co, Cradley, West Midlands.

Group Scout Leaders (GSL) Report:

- The GSL report is included in the AGM Pack: Mandy Todd welcomed the DC and introduced herself as the new GSL saying she was now getting to grips with the role again, feeling we were on the right track. She thanked Richard Powell for all his hard work over the last three and half years. Mandy also reported that the Group had gained new leaders in the Cub and Scout sections. That we are also in the process of setting up a Squirrels Drey for 4–6-year-olds with new leaders supported by Debra Baugh and herself. Mandy also thanked the leaders and the Trustee Board for their patience and support.

AOB:

There were no matters raised

Close Of Meeting:

The Chair and the GSL thanked the DC for attending the AGM and closed the meeting.

Notes:

*The terms used above:

- **'Appointed,' or 'Approval'** means the meeting was in favour, no objections upheld at the AGM.
- **Trustee Board:** Trustees approved by the Group Scout Council i.e. parents, guardians and adult volunteers).
- **Elected Members** Persons elected from the Group Scout Council at the Group AGM to the Trustee Board.
- **Ex-Officio' Members:** Those who have an automatic right to sit on the Trustee Board, if they wish, due to their other role in Scouting:

Trustees' Annual Report

For the period

From: 01/04/2023

To: 31/03/2024

Section A - Reference and Administration details

Charity name	1st Sedgley Scout Group
Registered charity number	524621
HQ registration number	14268
Charity's principal address	Jubilee Hall, Ladies Walk, Sedgley, DUDLEY, West Midlands DY3 3UA

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for full year
1	David Baugh	Chair	
2	Beverley Wakelam	Treasurer	
3	Clare Ford	Secretary	
4	Saul Burton	Deputy Chair	
5	Paul Todd	Trustee	
6	Kaliegh Lowe	Trustee	
7	Rachel Clarke	Trustee	
8	Louise Porter	Trustee	
9	Neil Porter	Trustee	
10	Mandy Todd	Ex Officio / Group Scout Leader	
11	Phil Bate	Ex Officio / Scout Leader	
12	Helen Whitehouse	Ex Officio / Cub Scout Leader	

Section B - Structure, governance, and management

Trusts:

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

Constitution:

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

Trustee selection methods:

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

Additional governance issues:

The Group is managed by the Group Trustee Board, the 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 the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Trustee Board members complete 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 gives young people skills for life.

The Group Custodian Trustees for the leasehold of the building and grounds are the Scout Association Trust Corporation (SATC)

Section B - Structure, governance, and management (continued)

Risk and Internal Control

The Group 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 risks are:

Damage to the building, property, and equipment. The Group has sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters, and members. The Group through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities and for the buildings and grounds.

Reduced income from fund raising. The Group is primarily reliant upon income from subscriptions and hall hire and fundraising. The Group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board could raise the value of subscriptions and/or hall hire rates to increase the income to the Group on an ongoing basis, either temporarily or permanently.

Reduction or loss of adult volunteers or members. The Group is totally reliant upon adult volunteers to run and administer the activities of the Group. If there was a reduction in the number of adult volunteers or members to an unacceptable level in a particular Section or the Group then there would be a recruitment campaign, if unsuccessful there would have to be a contraction, consolidation, or closure of a Section. In the worst-case scenario the closure of the Group.

Section C - Objectives and activities

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.

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.

Scout Method

Young people, in partnership with adults, working together based on the values of Scouting.

Summary of the main activities in relation to these objectives:

Indoor and outdoor activities: Skill learning, first aid, cooking, pioneering, orienteering, survival, health, personal welfare, community, and educational tasks etc.. Integrated into meeting nights, adventure activities, games sleepovers, camps, and expeditions.

Grant making:

The Trustee Board make donations on behalf of the Group to other charitable causes where funds allow, from time to time, where it is in the interests of the Group to do so.

Public benefit statement

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.

Section D - Achievements and performance

Summary of the main achievements of the charity during the year

Opening of Squirrel Dray Section for 4-6yr olds: Group and Section camps and activities, achievements of members can be considered high, successful camp and activities undertaken: Fundraising from events and hall hire has reached record levels: Integration of online banking and adult volunteer charge cards. Gift Aid claims mostly automated ready for processing, building extension design prepared and ground conditions analysed with planning application in progress.

Section E - Financial Review

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 12 months running costs, circa £15,000.

The Group held reserves of approximately £20,000 against this at year end. This is above the level required for operating expenses. However this can be explained by our intention to extend the building, to meet current and future needs and to subsidise activities to increase the affordability of scouting to less well-off members families.

The charity's principal sources of funds:

The Trustee Board does not consider the Group have sufficient funds to invest in longer-term investments. The Group has therefore adopted a low-risk strategy. All funds are held in cash using mainstream banks.

Section F - Chair of Trustees Report

Stark Reality

I'm happy to report that we have continued to thrive within a growing Scout movement. This is a record we've mostly maintained since 1st Sedgley Scouts was founded in 1910. However, some local groups are struggling with a lack of regular volunteers. The stark reality is, that it has led to closures and mergers even whilst demand to join soars!

We too are facing regular volunteer shortages and high demand to join. To secure our future, even at current membership levels, we need more regular parent volunteers. Volunteering with Scouts is fun, rewarding, and satisfying, it's good for you too, making a lasting impact. I understand life is busy, but even a small commitment makes enormous difference. I can't emphasise enough the importance of you coming forward now.

We're making it easier than ever to get involved. Learning (Training) is now more accessible, offered online and in smaller chunks. You don't need to be Bear Grylls to be a fantastic Scout volunteer!

Members' and Section Accomplishments

We're immensely proud of our members' accomplishments. Their growth is a testament to our incredible volunteer and young leader teams. The dedication and enthusiasm of our volunteers is truly inspiring. Please take a moment to personally thank them for their time and commitment.

We're thrilled to announce the successful launch of our new Squirrel section for 4–6-year-olds. New Lead volunteers Rebecca and Kayley have embraced the challenge and are having a fun time. Thank you.

Strong Governance & Finances

The trustees have ensured inclusivity, compliance, and risk management. We've maintained and improved our facilities and resources. Our financial stability remains strong, and we've successfully transitioned to online banking and charge cards. Whilst we haven't secured any grants, we have already started to reinforce the Funding Team to rectify that.

Section F - Chair of Trustees Report (Continued)

Fundraising Highlights

Hall hire, the Charity Beer Festival, and the Bedding Plant Sale collectively raised a fantastic £19,000! Huge thanks to the Porter family for managing hall hire, generating £6,000 this year alone, and to the Beer Festival Team for repeating their record-breaking £10,000 profit. **Group Structure Transition**

Transition

Our Group is undergoing a "transition" to separate governance from operational tasks.

- **The Scout Group Trustee Board** will focus solely on governance, ensuring safe and legal operations, compliance with Scout policies, and managing finances, budgets, buildings, and equipment.
- **The New Group Leadership Team** will provide overall operational support.

Join our sub-teams of doers and go getters:

- Maintenance
- Funding
- Finance
- Hall hire
- Projects
- Beer festival

This structure makes it easier to find volunteer roles that match your skills, interests, and availability – whether it's accounting, maintenance, fundraising, or hall management. See the Appendix to this report.

Looking Ahead

We haven't progressed as far as we'd hoped with the hall extension, it's been a bit stop start. We're committed to the project to meet current and future needs, increase rental income, and integrate solar energy. This will reduce our carbon footprint, lower energy costs, and potentially generate additional income through energy sales and rental. We are grateful for the help of Nigel Stone bringing his Quantity Surveyor and building industry expertise. We will strengthen our Project Team further in the coming weeks..

We still hope to run an international camp for Cubs, Scouts, and Young Leaders in 2025.

Thank You

Your continued support is essential for 1st Sedgley's success. We encourage you to get involved – together, we can ensure a bright future for Scouting in Sedgley.

David Baugh
Group Chair

June 2024

Section G - Declaration

Trustees declare that they have approved the trustees' report above:

Signed on behalf of the
charity's trustees.

Full name(s)

David Baugh

Saul Burton

Position (Trustee)

Chair

Trustee / Deputy Chair

Date

17/06/2024

17/06/2024

1st SEDGLEY SCOUT GROUP

RECEIPTS & PAYMENTS SUMMARY for the year ended 31 March 2024

	General Funds						Previous Year £
	Executive Committee £	Building Fund	Beaver Scouts £	Cub Scouts £	Scouts £	Total £	
Total Receipts	42,455					42,455	34,955
Total Payments	32,440					32,440	34,667
	10,015					10,015	288
Cash/Bank balances b/fwd	21,052	5,000	504	2,871	4,523	33,950	33,662
Transfers between Funds	7,898		(504)	(2,871)	(4,523)		
Cash/Bank balances c/fwd	38,965	5,000				43,965	33,950

The above account and accompanying statements of assets
and liabilities were approved by the Trustees on 17th June 2024
and signed on their behalf by :



David Baugh (Group Chair)

1st SEDGLEY SCOUT GROUP

DETAILED RECEIPTS

for the year ended 31 March 2024

	General Funds						Previous Year £
	Executive Committee £	Building Fund £	Beaver Scouts £	Cub Scouts £	Scouts £	Total £	
Membership Subscriptions	10,935					10,935	14,647
Less Paid	(5,520)					(5,520)	(8,448)
	5,415					5,415	6,199
DONATIONS/GRANTS							
Donations	550					550	1,456
ACTIVITIES							
Camps	9,936					9,936	9,714
International Camp	1,521					1,521	36
FUND RAISING							
Beer Festival Profit	9,767					9,767	10,491
Bedding Plant Profit	3,125					3,125	-
District Raffle share	163					163	-
Other	336					336	221
SUNDRY RECEIPTS							
Hire of Hall	5,949					5,949	6,838
Insurance Claim	5,413					5,413	
Website clothing	280					280	
TOTAL RECEIPTS	42,455	-	-	-	-	42,455	34,955

1st SEDGLEY SCOUT GROUP

DETAILED PAYMENTS for the year ended 31 March 2024

General Funds							Previous Year £
	Executive Committee £	Building Fund £	Beaver Scouts £	Cub Scouts £	Scouts £	Total £	
PREMISES							
Rent	21		-	-	-	21	21
Water Rates	170		-	-	-	170	406
Light and Heat	2,970		-	-	-	2,970	4,746
Insurance	1,888		-	-	-	1,888	1,906
Repairs and Renewals	3,923		-	-	-	3,923	3,204
Grass Cutting	350		-	-	-	350	330
Cleaning	2,630		-	-	-	2,630	2,161
Fire Extinguishers						-	171
	11,952		-	-	-	11,952	12,945
DONATIONS/GIFTS						-	-
ACTIVITIES							
Camps & activities	10,532					10,532	12,645
Section Nights	4,082					4,082	3,505
Training Courses	236					236	306
ADMIN/ESTABLISHMENT EXPENSES							
Books, Stationery etc.	1,687					1,687	1,361
AGM Expenses	460					460	815
Bank Charges	531					531	
Other	68					68	362
OTHER EXPENSES							
Uniform Grants	126					126	99
CAPITAL EXPENDITURE							
Equipment	1,980					1,980	425
Headquarters						-	1,119
PURCHASE OF BADGES	786					786	1,085
TOTAL PAYMENTS	32,440		-	-	-	32,440	34,667

**Independent Examiner's Report to the Trustees of the
1st Sedgley Scout Group**

I report on the accounts of the Group for the year ended 31 March 2024 which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
3. to state whether particular matters have come to my attention.

Basis of examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention;

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and
 - to comply with the accounting requirements of the 2011 Act

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached,

3. which gives me reasonable cause to believe that in any material respect the accounting rules of the Group's constitution have not been met.



Name: Kerry Fellows Qualification: FCCA

Address: Neal and Co Business Services Limited
Shakespeare Buildings, Cradley Road
Cradley Heath
B64 6AG

Date: 17th June 2024

Lead Volunteer Annual Report 2023-24

It has been a busy and exciting first full year as Lead Volunteer. I would like to give Rob Barlow a special mention. Whilst I have been working for Jet 2 in Fuerteventura, Rob has been a massive support as Assistant Group Lead to myself and the Group as a whole.

Thanks also to the Section Volunteers & helpers for providing a safe & exciting program that keeps members coming back every week. We are currently at full capacity in most sections. With more volunteers, we will increase our numbers especially in Squirrels.

Squirrels

I am pleased to report that our Squirrel section started last September. Special thanks to Kayleigh, Rebecca, and Deb for making this possible, with (dare I say it) a little help from myself. They enjoyed a wide range of activities including badge work, Christmas Party, Camp fire evening and fantastic games evenings. I invested the first intake, including my granddaughter, which I found quite emotional seeing them making their promise. I would also like to thank those parents who have come forward as occasional helpers.

Beavers

Deb and her volunteers have continued to provide a fun, educational and varied program which included the Group Camp, Christmas sleepover and working towards their challenge and activity badges. I would also like to thank Deb for the continued support she gives to the Squirrel leaders.

Cubs

This year we saw Helen step down as Akela for health reasons. I am pleased to say that Helen continues with the admin side although we have noticed she still attends some activities. Rob and Richard, without realising it, have taken over the role of Akela with the support of the other volunteers and young leaders.

The program is full of fun, new skills, exciting Group Camp, sleepovers & plenty of badge work.

Scouts

Alexander has just started his new job and we all wish him the best in this new role.

Phil has taken over as Scout Leader, with the support of Alex and the other volunteers. They attended the Group camp where it was lovely to see them interacting with the other sections and have had a couple of log cabin weekends and a golf night. They have organised a week's summer camp during the upcoming school holidays which I am sure will be fantastic.

I would also like to thank our Chair David, and the rest of the trustees who ensure we have a well-managed, safe, and financially sound group infrastructure.

Once again, thank you for your support in whatever form it comes, it has helped us through these challenging times, and shown that we have an excellent Scout Group, which can get us through anything, and keep on Scouting.

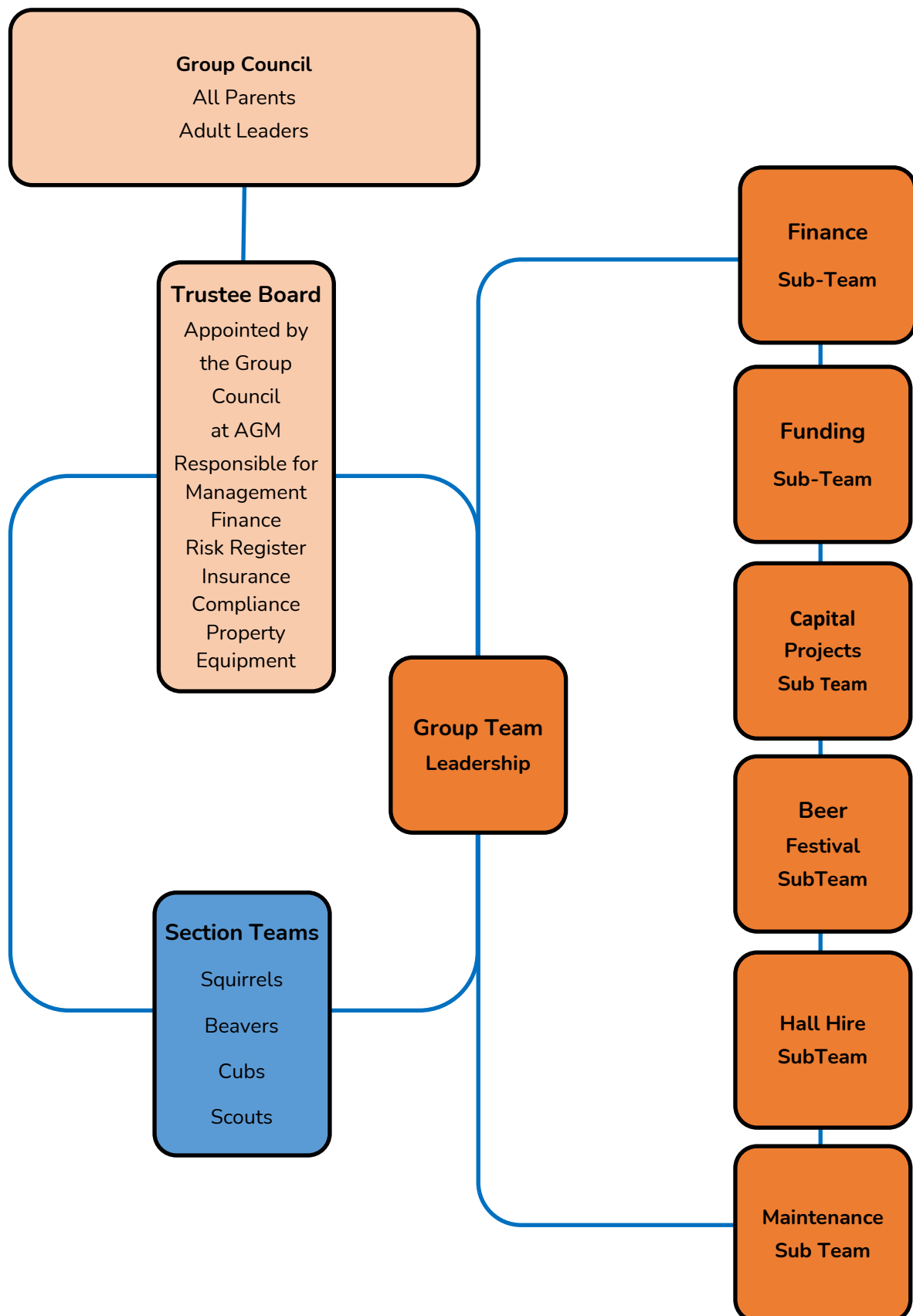
Yours in Scouting,

Mandy Todd

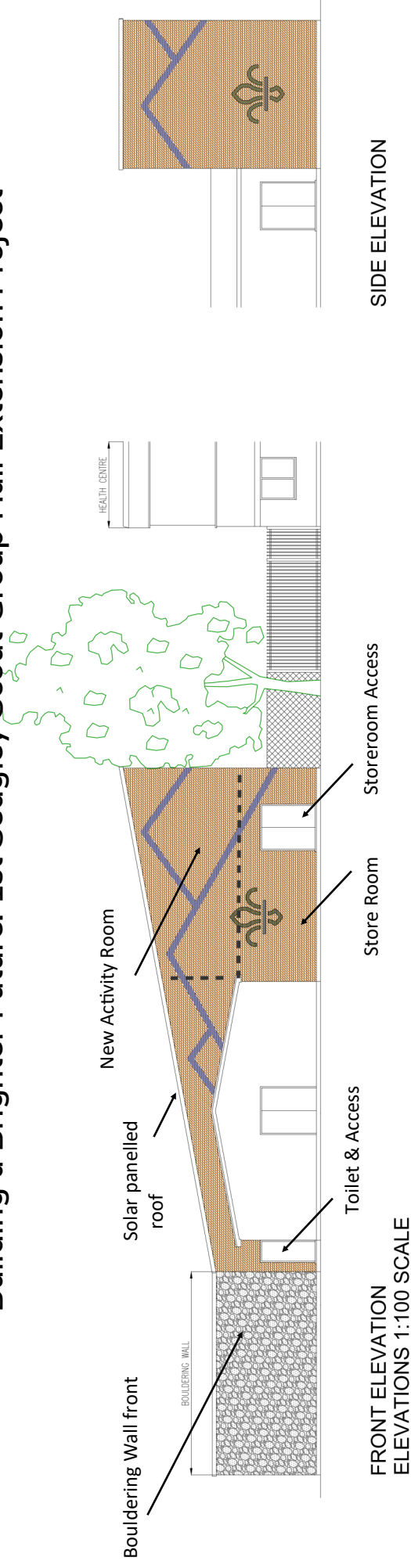
Lead Volunteer (Group Scout Leader)

June 2024

1st Sedgley Scout Group Team Organisation



Building a Brighter Future: 1st Sedgley Scout Group Hall Extension Project



Our ambitious development project will not only address our growing needs but also position us as an example of sustainable Scouting practices.

Project Highlights

- **Enhanced Activities:** We'll create dedicated spaces for a bouldering wall, climbing wall, and an additional activity room, fostering new opportunities for adventure and skill development.
 - **Environmental Stewardship:** Solar panels will be integrated into the extension's roof, significantly reducing our carbon footprint and aligning with our commitment to sustainability.
 - **Improved Accommodation:** Additional overnight facilities will allow for proper separation of genders and age groups, enhancing safety and comfort during meetings and camps and events. Additional toilets will further improve convenience and accessibility. Provides for a 15% Increase in floor area in existing main hall.
 - **Sustainable Income Generation:** The solar power system and activity room will be utilized to generate income streams, helping us offset operational costs and support future programs.
- Independent Access:** All facilities will be accessible independently of the main hall, offering greater flexibility and maximizing space utilisation.

