

## Minutes of the 2019 Annual General Meeting

Held on Friday, 18 October 2019 @ 7 p.m at  
All Saints Church Hall, Linden Road, Gosforth

### Welcome

#### 1. Appointment of Chair by Group Scout Leader

1. Caroline appointed Tim Donaldson as Chair

#### 2. Chair welcomes parents and others to the AGM, introduces current Group Executive, Key People and Speakers and offers apologies for absence

1. Chair welcomed parents, children, Leaders and our guests to the meeting and introduced the Group Executive.
2. Chair welcomed our representative from Scouts District, District Commissioner Kath Tyson who would be presenting awards and addressing the meeting
3. Chair welcomed our Reverend Canon, Andrew Shipton, to the meeting and hoped that he would enjoy the AGM.
4. Chair delivered apologies for absence from Eric Hurrell, Executive Member

#### 3. Chair details Housekeeping Arrangements

1. Chair noted arrangements for evacuation in event of fire, location of emergency exits, extinguishers , kitchen and toilets and asked that mobiles be muted where possible

#### 4. Chair introduces Presentation by Section(s) of year's activities

1. Chair introduced Leaders for the Presentations
2. Beavers Presentation: Ollie noted that Beavers had prepared a presentation and thanked Grace McCabe for her assistance with this. The events were then presented to the meeting including: Ceilidh band at All Saints, Dental Hospital on toothache, Teddy Bear Hospital, Chinese New Year event, Singing at Mothering Sunday, JOTT with Cubs, Cycling event, Tent Building, Justin at Dilston Camp and joined with other Beavers, Scouts & Cubs
3. Cubs Presentation: Andy presented a video illustrating the year's events including: Jamboree on the Air Short Wave Radio at House on the Hill, the Annual Remembrance Sunday Parade (Group), roller skating at Kenton Park, All Saints Summer Fayre, Jamboree at Eldon Square, group trip to basketball at Stadium, Tour of All Saints led by Rev Canon Andrew, Climbing wall, Inflatospace event, Jamboree on the Trail at Warkworth Beach, Cubs District Army Camp, Activity weekend, Survival Skills, Dancing, Dippy Sleepover at Great North Museum, Derwent Walk bike Ride, Surfing at

Tynemouth, Sikh temple visit, Group camp at Dilston, West End Food bank night, All Saints harvest Festival, Havannah Reserve Planting etc

4. All Saints Scouts Presentation: Jon let the Scouts deliver their thoughts on activities, including: visited Sikh Temple, Expedition Challenge Keilder Dam to Hawkhurst trek, RAF Boulmer visit, Eagles Basketball match, Group camp including Hike for Scouts, all greatly enjoyed.
5. Montagu Scouts Section: Dona & Lewis presented the events list being: JOTA (Jamboree on the Air) and JOTT, Remembrance Sunday Parade, Expedition Challenge, Basketball, Xmas Fayre, Climbing Wall at Newburn, RAF Boulmer, another JOTT, Selby Woods event, Water Activities at Druridge Bay, Group camp at Dilston, Tall Ships event, Debating & Politics, American Football, campfire & marshmallow toasting
6. Tim thanked all groups, Leaders and children, for the Presentations and commended the Leaders on the rich variety of events

## **Key Business**

### **5. Chair describes Purpose of Meeting and Key points**

1. Tim noted the purpose of the meeting; to submit and agree our accounts, elect and/or re-elect members onto Executive, seek new members from the floor and agree suggestions for future expenditure. Expected finish time would be about 8:30pm
2. Tim also noted that contributions or questions from the floor were welcome at all points during the meeting
3. He requested that all adults sign the attendance register which was circulating and to be sure to collect copies of the meeting agenda with appended minutes of the 2018 AGM.

### **6. Meeting agrees minutes of previous AGM**

1. Chair asked for any comments on the previous AGM minutes and these were agreed as an accurate record. Approval of Minutes was obtained and seconded (Jon & Lewis)

### **7. Group Treasurer presents Annual Report for previous Financial Year and obtains approval (see attached copy of slides)**

1. The Group Treasurer, Andrew Skaife, noted that our Group is a Registered Charity and as such can be found online on the Charity Commission website
2. Andrew noted that our accounts are submitted to the CC each year and that our income is always <£25000 so we only need a simplified set of accounts
3. Andrew showed a chart describing expenditure over the last 5 years. He noted that our Income has increased this year and that District Subscriptions which are normally paid end of March to early April showed this higher income
4. Total receipts have increased due to our claim for 2 years of Gift Aid
5. Subs for District are approx half our overall Subs income.
6. We have collected £7200 for activities, last year and this year, including Tall Ships event and £1300 for the Army camp visit and the Dippy Sleepover

7. Andrew noted that all parents were encouraged to use the GoCardless System and our Online Scout Manager (OSM) web-based computerised platform to manage their payments for events and subs and monitor the Groups' and their child's activities
8. On expenditure, Andrew noted that it was not so high as in previous years
9. Rent & Insurances had been lower because of a missed rental payment to All Saints' Church for use of Hall (apologies to Rev Canon Shipton) but this was now resolved and we are up to date
10. Neckers & Badges Cost was c£1000 this year
11. Looking Forward - Andrew noted that we now have 86 children in our Group, and that we are generally solvent. There are big outlays like the Tall Ships event (£2,300 to pay) but funding sources like the Co-op have boosted our income and enable us to cover such events. (Parents are encouraged to recommend our Group when they shop at the Co-op).
12. Finally Andrew noted that Group Funding sources can be classed as Restricted, where conditions apply to their granting, or Unrestricted, where no conditions apply; and that all our Groups' funding sources are Unrestricted
13. The Treasurers Report was approved by Jon and seconded by Ollie

Tim thanked Andrew for his excellent work on compiling and presenting our accounts

## **Elections and Appointments**

### **8. Independent Examiner for the current year appointed**

1. Our new Independent Scrutineer is Duncan Davies and he has scrutinised and approved the Accounts

### **9. Chair puts forward other appointments for the Group Scout Executive Committee (Secretary, Treasurer, Group Administrator, General Members, Parent Representatives) and requests whether any of the Leaders want to be on the Executive Committee**

1. Chair put forward other appointments as required. No Leaders wished to be on the Executive Committee.
2. Chair noted that Ann Ingram had agreed to take over the position of Chair at future meetings to replace himself, Tim Donaldson, who was having to relinquish the rôle.
3. Invitations were extended to parents to join the Group Executive, (Claire Whitelaw, at the end of the meeting, came forward and will be accepted)
4. Chair noted, with the approval of the meeting, that the Executive Committee will now be composed of the following persons, all being approved and seconded at the meeting:-

POSITION	CURRENTLY	NEW OCCUPIER
Group Chairperson	Tim Donaldson	Tim Donaldson
Group Treasurer	Andrew Skaife	Andrew Skaife
Group Secretary	Trevor Cox	Trevor Cox
Group Administrator	Chris Jenkins	Chris Jenkins
Executive Member	Caroline Tompkins	Caroline Tompkins
Executive Member	Eric Hurrell	Eric Hurrell
Executive Member	Edward Quant	Vacant

## Guest Speakers deliver Presentation

1. Chair introduced Kath Tyson, District Commissioner, who had kindly agreed to attend our AGM. Kath apologised that she was the sole representative from District but that the District Commissioner numbers had dropped from 5 down to 2 due to a sad death of one member, and career issues for another. Only Kath and Tony were DC's currently.
2. Kath thanked our Group for her invitation to the AGM. She reiterated the aims and objectives of Scouting and commended our Group for its work and its enhancement of people's perception of Scouting
3. Kath thanked our GSL and the Executive and also the parents for their enthusiasm and drive with programmes and activities. She also thanked Reverend Canon Shipton for his invaluable support and the Leaders, uniformed & otherwise, without whose commitment our Group could not function
4. Kath noted that she had some awards to present, first was to Lewis who had earned his Nights Away Permit (applause)
5. Next were 3 Certificates awarding 5 year Service to Scouting, awarded to Tim Donaldson, Dona Skaife and Andrew Skaife (applause)
6. Kath thanked the meeting again and she was applauded and thanked by the Chair
7. Next speaker was Reverend Canon Andrew Shipton who gave his commendation on our progressive Group and offered encouragement for its future
8. Andrew noted that he often wished that in his life he had persevered with Cubs. He could see how well it empowered children with life-skills, confidence, community identity and abilities.
9. Andrew thanked our Group for his invitation and was applauded and thanked by the Chair.

## Other Business

### 10. Website & OSM

1. Tim, on behalf of Trevor Cox, Group Secretary, were reminded of our Group Website and encouraged both to use it and also to feed back any comments or recommendations for improvements

2. Also to use Online Scout Manager, our Group Management Utility, to hold secure and accurate data on themselves and their children, to use Go Cardless wherever possible for Subs and events and to ensure their Gift Aid data was completed accurately.

### **11. Gosforth Explorers**

1. Chair noted that our Explorers Group needed support because Rick and Rachel Dunfield our current Group Leaders, were having to leave the area. An emergency meeting had been held to ensure the Group was supported but parent volunteers would be welcomed to ensure that this excellent progression Group was kept alive
2. Any parents able to support our Explorers should contact Sarah Parkinnen, our Cubs Leader, for information

### **12. Suggestions for Equipment etc spend**

1. Chair asked the Meeting and particularly our children, whether they had any suggestions for equipment or events for our Group
2. Items suggested include balloons, tent poles, new Flags, a shelter to dry our large tent, pumbas, foam balls and leather balls
3. Chair agreed that these would be given consideration by our Group

### **13. Any Other Items**

1. Helen Langley moved that the Exec approve a request from Andy McCabe for his daughter Grace to attend future Exec meetings as an observer, this to support Grace's Scouts Leadership development. (Request approved by Exec)

## **Conclusion**

### **13. Vote of Thanks**

1. A Vote of Thanks was offered by the Chair to all Parents, Guests, Presenters, Cubs for refreshments, Leaders and other staff and to fellow Executive Members and this was welcomed by the Meeting

### **14. Close of Meeting**

1. Meeting was formally closed by the Chairman. Group Secretary requested that all Parents sign the attendance register and that any superfluous documents should be left in the Hall for disposal by the Executive (All Adult attendees, inc Leaders and Assistants, YL's need to be included in future minutes)

## ATTENDANCE

Kath Tyson
Rev Canon Andrew Shipton
Tim Donaldson
Caroline Campbell
Trevor Cox
Caroline Tompkins
Ann Paxton
Chris Jenkins
Andrew Skaife
Paul Newcombe
Huw Miner
Dorothy Cox
Tanya Watkins
C Whitelaw
G A Doig
Jon Hanney
Oliver Williams
Lucas Morrison
Camilla Stewart
Sarah McKenzie
Jonathan Higgins
Peter griffiths
Dona Skaife
Andy McCabe
Lewis Rickard
Sarah Parkinnen
Ross Whielaw
Louise Parker
Richard Bowens
Robin O'Neil