

## Minutes of the 2020 Annual General Meeting

Held on Friday, 9 October 2020 @ 7:30 p.m  
on our Group Zoom Platform

### Welcome

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

1. Caroline thanked Tim Donaldson as our retiring Chair and proposed Ann Paxton as our new Chair. Ann was voted into her new post.

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

1. Ann as Chair thanked the Meeting for supporting her in her new Post and praised Tim for his time and effectiveness as Chair. She also welcomed our 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 addressing the meeting and presenting awards
3. Chair welcomed our Reverend Canon, Andrew Shipton, to the meeting and thanked him for the support he and All Saints Church gave to our Group
4. Chair noted that there were no apologies for absence

#### 3. Chair details Housekeeping Arrangements

1. Chair invited Andrew Skaife to describe Housekeeping arrangements for our exceptional online Zoom AGM. Andrew noted that these were predominantly the Group's rules for online meetings (copies were sent to all attendees with the AGM Invitation) and related to child attendees who must be with parents, and chat management, muting and meeting etiquette generally. Andrew also reminded attendees that our meeting was NOT being recorded

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

1. Chair introduced Leaders for the Presentations
2. **Beavers Presentation:** Some technical issues arose with delivering of Powerpoint presentations on Zoom, and unfortunately the soundtrack did not operate. Ollie stepped in and provided a witty and useful description of the fascinating events.
3. The following were some of the spectacular list of events the Beavers had benefited from, before and after the Covid Outbreak.

4. Beavers had been able to have their camp with bonfire and also a hiking event. Also Remembrance Sunday was celebrated.
5. Ollie was able to invest 2 Beavers using our Zoom platform when Covid reared its unwelcome head. Something very new!
6. Other fun events included cake baking, making pizzas in a mug!, cooking outdoors and camping outdoors with the Scouts HQ "Camp at Home" project which was enjoyed by all
7. The children learned to make paper animals, animals etc out of leaves, how to sign to communicate with victims of deafness, how to plan menus and how to design their own comic using a smart app!
8. They had a space travel event and also learned about the light spectrum
9. Finally, the Beavers selflessly produced their own cards and distributed them to people of our church who needed cheering up, which was a proud event for the Leaders and Helpers
10. Chair thanked Ollie and the Beavers for a fascinating video and for their commitment and enthusiasm
  
11. **Cubs Presentation:** Andy presented a video illustrating the year's events for All Saints Cubs. Unfortunately technical issues prevented the soundtrack playing and the video running in Full Screen mode. An idea of events was possible and Andy said the video would be posted on our Facebook page.
12. Events the Cubs had enjoyed included a skills night, bridge building, table hockey, fire lighting in the hall. A Christmas Fayre event was organised with Scouts and Beavers where produce prepared by the children was sold in the hall to raise funds. The Christmas party took place in the hall and also an Event Planning meeting where the kids prepared their event calendar
13. Outdoor events included an Eagles basketball Trip, our Remembrance Parade and an exciting trip to the Fire Station: also a climbing event and lastly trampolining & archery which was sadly the last event before lockdown was effected. Also the Gang Show fell victim for the first time since the 2nd World War cancellation in spite of months of rehearsals
14. Lockdown transferred activities onto a ZOOM platform purchased for our Group. Leaders worked hard to deliver an exciting but necessarily limited program and most Cubs rose to and appreciated the web meetings. Scouts HQ had organised a "Camp at Home" Challenge which was a favourite and finally Cubs were allowed freedom to join in with socially distanced events like a Derwent Valley cycle ride and the Games on the Green at All Saints!
15. Chair thanked the Cubs Leaders and Support and the children for an exciting and impressive presentation
  
16. **All Saints Scouts and Montagu Scouts Presentation:** (No information provided)
17. Chair thanked the Scouts Leaders and Support and the children for their presentation
  
18. Ann thanked the Scouts and all groups , Leaders and children, for their Presentations and commended the Leaders on the rich variety of events

## Key Business

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

1. Ann 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. Ann also noted that contributions or questions from the floor were welcome at all points during the meeting

### 6. Meeting agrees minutes of previous AGM

1. Chair asked for any comments on the previous AGM minutes. No comments were offered and Ann, our Chair, just asked to note that she had been referred to by her family's name, Ingram, when in actuality she used Paxton.
2. Minutes otherwise were agreed as an accurate record. Approval of Minutes was obtained and seconded

### 7. Group Treasurer presents Annual Report for previous Financial Year and obtains approval (copies of Report were issued with the AGM Agenda)

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 . Our Group deadline is usually 6 months and we usually have no problem with submission to the CC since their permitted submission target date is 10 months.
3. Our Group income is always <£25000 so we only need a simplified set of accounts, recording only Income & Expenditure
4. Andrew showed his Income report comparing 2019/20 with 2018/19 and noted that total Income was £12,789 this year compared with £12,579 last year: a fairly small increase
5. No Gift Aid had been claimed this financial year while issues were sorted out
6. Subs income was reduced due to a discount offered through Covid interference
7. Total receipts have increased due to our claim for 2 years of Gift Aid
8. Income from activities were almost the same, £7282 as against £7271 last year
9. This year we had income from the Co-op Ltd Fund to benefit our Tall Ships Event, of which more later
10. We have been able to collect 90% of our Income via OSM's Go Cardless function which has been a real benefit (approx 75% last year)
11. On expenditure, this was £12,753 this year compared with £10,979 last year. Activities had been reduced due to Covid but Camp costs had been higher. Our Group still had to pay for the campsite bookings but it is expected we will be allowed to carry that over when we are hiring these sites in future.
12. Activities costs this year were £8,442 compared with £7,920 last year which included the camps.
13. Costs for uniforms, badges, fleeces etc were fairly similar for both years

14. Go Cardless fees were higher at £353 reflecting the greater use of GoCardless.
15. There have been no equipment costs but this next year we are reviewing equipment with a view to purchasing more
16. A Gift Aid claim will be submitted once all information is received (see later)
17. Regarding the Co-op fund we received a Financial award from the Co-op for our Tall Ships event. The first tranche of £235 received in April 2019 but the £2050 received in November came after the event was over. We now need to check with the Co-op if we can re-categorise this funding so we do not lose it

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

## Elections and Appointments

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

1. Andrew noted that his colleague Duncan Davies had agreed to be the Independent Examiner for our group. He has signed off last two year's accounts and will do next year's accounts also.

### 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.

POSITION	CURRENTLY	NEW OCCUPIER
Group Chairperson	Tim Donaldson	Ann Paxton
Gp Deputy Chairperson	None	Claire Whitelaw
Group Treasurer	Andrew Skaife	Andrew Skaife
Group Secretary	Trevor Cox	Trevor Cox
Group Administrator	Chris Jenkins	Caroline Tompkins
Executive Member	Eric Hurrell	Eric Hurrell
Executive Member	Chris Jenkins	Chris Jenkins
Executive Member		Tim Donaldson
Executive Member (Non Trustee)		Grace McCabe

2. Chair asked the Executive Members if they were willing to stay in their rôles and all concurred. 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:-

## 10. Guest Speakers deliver Presentation

1. Chair introduced Kath Tyson, District Commissioner, who had kindly agreed to attend our AGM. 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
2. Kath noted that we were all having to familiarise ourselves with using ZOOM these days! She expressed her thanks to all Parents, Children and Leaders and trustees and she volunteered thanks on behalf of our children to all who made the Group possible.
3. Kath thanked Tim for his loyal service as Chair and also to our Reverend, Andrew Shipton for the support of the Church
4. She praised our Leaders for their enthusiasm and commitment in what has been a very difficult year. She offered sincere thanks to the Leaders for the continuation of support to our children whilst the Covid epidemic continued to rage, for their delivery of ZOOM and support of Scout ventures like 'Camp at Home' and generally keeping life as normal as was humanly possible which the children so needed.
5. Kath also noted, essentially for Andrew's information, that District had agreed to fund Insurance costs for Occasional Helpers
6. She noted that she had some certificates to award:
  - For 15 year's service to Caroline Campbell
  - For 5 year's service to Nick Beale, Jon Higgins, Josh Parker, Karen Parkhouse and Andy McCabe

The attendees offered their appreciation via Zoom applause!

7. Ann thanked Kath for her welcome approval of our Group's operations and people and introduced our second speaker, Reverend Canon Andrew Shipton
8. Andrew thanked Kath and our Leaders and emphasised how important it was to keep everyone buoyant
9. He praised the skills they were being taught and the confidence they were achieving and how the pandemic and the Group events were assisting their ability to adapt to difficult conditions
10. To carers and Parents Andrew noted the breadth of activities, from making 'armpit fudge' 🤤 to weeding the Church flower beds and offered applause to our Leaders which was readily given.

## Other Business

### 11. Website & OSM

1. Trevor noted that our Group Website was still acting as a recruitment tool and noted that it was being continually updated with new content, so encouraged parents and children to use it.

2. He noted that OSM was continuing to support our Group with Go Cardless, Parent Portal and many other Group management features and again parents were encouraged to use it and ensure their data was up to date, especially Gift Aid and contact Information. Andrew and Eric also praised OSM and noted it had greatly simplified our running of the Group and managing operations like Census and Gift Aid

## **12. Gift Aid**

1. Andrew reinforced the value of Gift Aid to us and urged all parents to visit OSM and ensure their Gift Aid declarations, if offered, were entered accurately with nominated parent(s) and a date (usually same as the date the relevant child started with us)

## **13. Subs**

1. Regarding the Subs we pay, Andrew explained our decision to drop subs to £10 during the lockdown but noted that we would now return them to normal for the current term and for after Christmas. It was accepted that some parents may be having financial issues because of Covid restrictions and our Group were looking into support measures
2. Kath advised that District could support deprived Groups and are investigating possibilities
3. A question from parent Lee Best who noted that he would have been happy to pay the full Subs even during the Covid lockdowns and noted that it may be some unaffected parents might be willing to help support other Groups. Kath and Andrew noted his offer.

## **14. Feedback from Treasurer on Scouts National Update Meeting**

1. Andrew noted that Scouts District are being forced to increase their subs contribution from Groups because of elevated management costs and income loss because of Covid: This is likely to force a subs increase in 2021.
2. Kath Tyson offered her insider information that Nationally Scouts still had to pay for Rents and Insurance etc in spite of loss of Income from Events etc. Costs could be managed this and next term but next year a rise in the levy will be needed. She noted that Scouts HQ always try to support our groups but have lost c £4M which will need to be recovered.
3. Kath said Scouts were asking Government for support and an update was expected next month. Meanwhile Scouts were looking themselves for fund-raising options and there is a Covid-safe 'Race around The World' venture happening at the end of October which should be well supported!

## **15. Remembrance Sunday**

1. Andrew requested to speak to this item and noted that he had been in contact with Councillor Phil Hall to clarify what could be possible. They had resolved that a small presentation could take place, with a condensed small service, hymns and music and possibly a turnout by the Air Cadets. The usual format would NOT be possible with Covid restrictions. A pity but necessary
2. Louise Parker asked if our Group could still provide and place our poppy wreath and Kath said this should be no problem provided Risk Assessment conditions were met. Andrew welcomed our contribution

## **16. Newsletter**

17. Ann noted that our new-format and very professional Newsletter had been prepared by Caroline Tompkins and was now available on our Website

## **Conclusion**

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

1. A Vote of Thanks was offered by the Chair to all Parents, children, Guests, Presenters, 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 noted that minutes would be distributed to all present (recorded in ZOOM)

## ATTENDANCE

(Full Information awaited from ZOOM co-ordinators)

[illegible]

T A Cox  
Group Secretary  
Thursday, 15 October 2020