

# 1<sup>st</sup> Thors Oak Scout Group

## Annual General Meeting 2022 – 16 June 2022

### AGENDA GUIDE

1.	<b>Chair's Welcome</b>	<b>Heather Westrop GSL</b>	<p>A few words to welcome everyone and to outline the evening – see agenda basically.</p> <p>Specifically welcome any parents – make them feel important.</p> <p>Welcome any attendees from District.</p>
2.	<b>Apologies for Absence</b>	<b>Heather Westrop GSL</b>	<p>Apologies received from:</p> <p>Sue Osborne</p> <p>Any others?</p>
3.	<b>To receive and consider the Annual Report of the Group Executive Committee including the accounts for the year ending 31 December 2021</b>	<b>Heather Westrop GSL</b>	<p>Explain that the requirement is for the meeting to receive and consider the report and accounts.</p> <p>The booklet includes the report and accounts. An electronic copy was sent to all parents earlier in the week</p>
4.	<b>Agree to adopt the constitution of the Group Scout Council as set out in Policy, Organisation &amp; Rules (POR); Rule 3.24</b>	<b>Heather Westrop GSL</b>	<p>Explain the constitution is set out on pages 3 to 7 inc. of the booklet.</p> <p>Explain the constitution sets out how our Scout Group will be managed.</p> <p><b><i>A show of hands is required confirming that all present agree the constitution be adopted.</i></b></p>

5.	<b>Agree the maximum number of people who can be elected to the group Executive Committee</b>	<b>Heather Westrop GSL</b>	<p>Explain this is about setting the size of the Executive Committee so that it is manageable and can deliver business properly.</p> <p>Explain that normally the Executive would have between 3 and 6 elected people.</p> <p>We are proposing no more than 6.</p> <p><b><i>A show of hands is required confirming the maximum number of elected people is 6.</i></b></p>
6.	<b>Approval of quorums</b>	<b>Heather Westrop GSL</b>	<p>Explain this is setting the size of meetings in the context of how many people must be present enabling valid and binding decisions to be made.</p> <p><b><i>a) Group Scout Council</i></b> – the members present</p> <p><b><i>b) Group Executive Committee</i></b> – 51% of membership rounded up to a complete number</p> <p><b><i>c) Subcommittees</i></b> – 51% of membership rounded up to a complete number</p> <p><b><i>A show of hands is required to approve the quorums.</i></b></p>
7.	<b>Approval of Group Scout Leader's nomination of Chair</b>	<b>Heather Westrop GSL</b>	<p>Heather nominates Claire Towlson as Chair.</p> <p><b><i>Show of hands required to approve nomination.</i></b></p> <p>Heather hands the meeting to the Chair.</p>

8.	Election of Officers	Claire Towlson Chair	<p><b>Secretary:</b> Sue Osborne</p> <p>Proposed by: Heather Westrop Seconded by: Claire Towlson</p> <p><b>Treasurer:</b> David Ward</p> <p>Proposed by: Claire Towlson Seconded by: Heather Westrop</p> <p><b><i>Both need to be proposed and seconded.</i></b></p> <p><b><i>Show of hands required to confirm the elections.</i></b></p> <p><b><i>Once elected, the Secretary and Treasurer become Ex Officio members of the Executive Committee.</i></b></p>
9.	Election of the Executive Committee <i>(Min. of 3 People, Max. of 6)</i>	Claire Towlson Chair	<p>Explain that normally we would be seeking the election of 3 parent representatives to join the management committee.</p> <p>We have not received any nominations this year.</p> <p>If any parent wishes to join our management committee, please speak to me (Claire) or Heather after the meeting.</p> <p>During 2022, we will be actively seeking people to join our management committee. We will also be recruiting people to help run the sections – particularly the Beaver and Cub sections.</p> <p><b>Beaver Parent Rep:</b></p> <p>Proposed by: Mandy Joiner Seconded by: Heather Westrop</p>

			<p><b>Cub Parent Rep:</b></p> <p>Proposed by: Lee Cast Seconded by: Heather Westrop</p> <p><b>Scout Parent Rep:</b></p> <p>Proposed by: William Martin Seconded by: Heather Westrop</p> <p><b>Any others:</b></p> <p>Proposed by: Seconded by:</p> <p><i>All need to be proposed and seconded.</i></p> <p><i>Show of hands required to confirm the elections.</i></p>
10.	<p><b>Approval of Group Scout Leader's Nominations to the Executive Committee</b></p> <p><i>(Number of nominated members not to exceed the number of elected members)</i></p>	<p><b>Heather Westrop GSL</b></p>	<p>Gaynor Bray – Rainbow's leader Jill Osborne – Brownie &amp; Guide leader</p> <p><i>Show of hands required to approve nomination(s).</i></p>
11.	<p><b>Section leaders – have agreed to join the Executive Committee</b></p>	<p><b>Claire Towlson Chair</b></p>	<p>Amanda Joiner Lee Cast, and William Martin</p> <p>Have agreed that they wish to join the Executive Committee and thus become trustees.</p> <p><i>No vote required – they become Ex Officio members of the Executive Committee.</i></p>
12.	<p><b>Confirm the members of the Group Executive Committee</b></p>	<p><b>Claire Towlson Chair</b></p> <p><b>Group Chair Group Secretary Group Treasurer</b></p>	<p>Myself - Claire Towlson Sue Osborne David Ward</p>

		<p><b>Group Scout Leader</b>  <b>Beaver Scout Leader</b>  <b>Cub Scout Leader</b>  <b>Scout Leader</b></p> <p><b>The elected people (No. 9 above)</b></p> <p><b>The GSLs nominated people (No 10 above)</b></p>	<p>Heather Westrop</p> <p>Amanda Joiner  Lee Cast  William Martin</p> <p>Gaynor Bray  Jill Osborne</p> <p><b><i>No nominations/vote etc. – merely name the people.</i></b></p>
13.	<b>Appointment of the Independent Examiner</b>	<b>Claire Towlson Chair</b>	<p>Mrs Linda Palmer</p> <p>Proposed by: Claire Towlson  Seconded by: Heather Westrop</p> <p>The treasurer must have no role in naming and appointing the Examiner.</p> <p><b><i>Show of hands required to approve the appointment.</i></b></p>
14.	<b>Guest speaker's address</b>	<b>Claire Towlson Chair</b>	<p>Introduce the Guest –</p> <p>Graham Monk  District Commissioner  Thurrock Scouts</p> <p>Remind Graham nicely that we don't want to curb his wise words, but the young people and parents want their food and he and several others have another AGM to attend.</p>
15.	<b>Awards</b>	<b>Heather Westrop GSL</b>	
16.	<b>Closing comment</b>	<b>Heather Westrop</b>	Thank everyone for attending, and invite to join in the BBQ etc.

Meeting Closed at:

Any Other Notes: