



Annual General Meeting Of 2nd Ampthill And Woburn Scout Group

Friday 16th of July 2021 7:30pm

The Annual General Meeting of the Ampthill And Woburn Council will take place on Friday 16th of July 2021. Due to COVID-19 restrictions the meeting will be held on Google Meet at 7:30 pm.

Joining details have been disseminated to all Executive Members and parents.

All Parents/Carers and members of the group are entitled to attend and vote.

Paul Breed, Group Scout Leader elect welcomed all to the meeting. 10 people in attendance (Paul Breed, Kevin Dolling, Catherine Worley, Tom Vinter, Rachel Gentry, Luke Woodhead, Dawn Boughton, Doug, Mike Tomkins, Andy Lou)

1. Apologies for Absence

Apologies received from:
Trish Gooch
Clive Fisher

2. Minutes of The Previous AGM – Held on Sunday 8th September 2019

Due to the global pandemic of COVID19 this had a significant impact on scouting and therefore there wasn't an AGM held in 2020. GLS elect confirm that he is in possession of the last AGM minutes which was held on Sunday 8th September 2019.

3. Any Matters Arising from These Minutes

No previous matters from previous minutes to be noted

4. Presentation of Annual Accounts and Treasures Report

Opening balances:
Current Account: £33,380.28 with £240 uncashed cheques
Deposit Account: £628.32
Cash on hand: £118

Closing balances:
Current Account: £51,455.28 with £100 uncashed cheques
Deposit Account: £628.88
Cash on hand: £32

Paul: I can confirm that I have sent out the financial reports to the committee members and confirm that there have been no representations or questions posed.

I can confirm that the financial accounts have been independently examined and signed off by Lynn PALMER.

I can also confirm that I have disseminated the financial reports to those current committee members and leaders and there have been no objections or questions raised.

I can confirm that we received £10,000 in grants from Central Bedfordshire Council because of Covid19 (and have received 2 grants so far this year – in total another £18,240.93)

Due to the pandemic there were not many expenses or as much income last year, but the grants have more than covered us. Also £10,593.48 in gift-aid has been claimed by Les.

Whilst on point 5 of the agenda discussing the treasures report I would like to say a special thank you to Trish GOOCH for her dedication and assistance. Especially in relation to providing the financial reports.

I would also like to say a big thank you to Clive FISHER for creating the profit and loss spreadsheet.

On this point I need to raise and have it formally documented with an amendment to financial signatory.
Dawn Boughton, Catherine Worley. Voted and agreed.
Rachel Gantry propose.

It was proposed by Paul that Luke Woodhead becomes the 2nd signatory and seconded by Rachel and Dawn.
The proposal was unanimously adopted.

It was noted that Scott Roberts confirmed the independent auditor does not need to be a actively qualified accountant.

Therefore, it was proposed by Paul that Tom, Luke and himself becomes signatories for the 2nd Ampthill And Woburn Scout Group in addition to Trish to assist Trish with the workload. It was seconded by Dawn and Rachel and the proposal was unanimously adopted.

5. Appointment of Auditors 2021 to 2022

In relation to appointment of auditors for the next financial year I can confirm that Lynn PALMER has kindly offered to complete the next independent examination.

Therefore, Lynn PALMER is proposed for the appointment of auditors for 2021 to 2022.

6. Nomination of Group Chairman by GSL

Paul: I can confirm that I have spoken with Tom VINTNER who has confirmed that he is happy to stand as the Group Chairman for 2nd Ampthill And Woburn Scout Group for 2021 to 2022.
I would ask that the AGM adopt my recommendation.

I would like to say a special thank you to Tom for volunteering for this role as like me this is all very new to him, however in Toms own words "Its for the children and seeing them smile".

It was seconded by Dawn and Rachel and the proposal was unanimously adopted.

7. Election of Group Committee Officers

Group Treasurer:

It was proposed that Trish GOOCH who has confirmed to continue the role for the next financial year. It was seconded by Dawn and Rachel and the proposal was unanimously adopted.

Group Secretary:

It was proposed that Andy Lou supported with the role of Group Secretary in the interim as he may not be able to commit long term due to work commitments. It was seconded by Doug and Mike and the proposal was unanimously adopted.

8. Group Executive for 2021/2022

Paul: I can confirm that there are no nomination members at this time from myself as the Group Scout Leader.

It was proposed that the following persons are Elected Members of the committee:

Tom VINTNER - Chair
Trish GOOCH - Treasurer
Mike TOMKINS - Trustee
Kelly TOMKINS - Trustee
Catherine WORLEY - Trustee
Yasmine MARTIN - Trustee
Rachel gentry - Trustee

the proposal was unanimously adopted.

9. District Representative

Kevin: Thanked for attendance during challenging times. As the AGM would usually be a more social event. Thanked Paul for stepping up to GSL. Welcome to all new exec members. Can be shaped as we see fit.

10. Any Notified Other Business

Paul: Financial – From the treasure can I please request that we do not accept cash unless absolutely necessary. Please can we obtain payment by way of Cheque or direct transfer.

Luke WOODHEAD – Proposed Acoustic Damping For The Scout Hut

- Agreed in principle.
- Need costing up. X 3 quotes.
- All agreed.

Dawn EDWELL - Signing off the benchmark for the project Karen Bloomfield (Previous GSL sent details for)

It was noted that soundproofing and 'Benchmark project' is to be considered separately and continued in separate discussion in the form of an extraordinary meeting, date TBC.

It was also noted that a quote should be obtained from Karen for budgeting and context for the next meeting.

Rachel:

Requested a brief overview of financial and processed around training. Kevin advise that budgeting is conducted by exec group and it can be shaped as the group see fit.

It was noted that Paul will provide list of essential training required by members via Compass platform.

Kevin advised that information can be found on Trustee training -

<https://www.scouts.org.uk/search?term=trustee%20training>,

Dawn:

Requested that Karen and Trish to be present at extraordinary meeting to discuss budgeting and project next steps.

Topics to be discussed at extraordinary meeting, date TBC:

- Sound proofing
- Benchmark project
- Financial / budgeting and exec sign off

2nd Ampthill & Woburn Scout Group : Charity Number 300435

INCOME AND EXPENDITURE ACCOUNT

Year to 31st December 2020

I have examined the books and records of the 2nd Ampthill & Woburn Scout Group and can confirm the above represents the transactions for the year ended 31st December 2020

		2020		
INCOME				
Subscriptions	£	6,148.70		
Scouts Fund Raising	£	90.58		
Hall & Equip Hire	£	830.00		
Camps	£	-		
Scout activities	£	1,684.00		
Cub activities	£	-		
Beaver activities	£	-		
Grants	£	10,000.00		
Gift Aid	£	10,593.48		
Lighting & Heating	£	287.34		
Misc	£	-		
Donations	£	1,445.00		
cash to be ignored	£	280.00		
	£	30,799.10		
EXPENDITURE				
Lighting & Heating	£	2,356.61		
Water	£	516.96		
Hut Maint	£	642.76		
Insurance	£	878.13		
Cleaning	£	649.82		
Phone	£	61.71		
Scout Hut Project	£	300.00		
Scout Weekly Meeting costs	£	37.63		
Cub Weekly Meeting costs	£	6.00		
Beaver Weekly Meeting costs	£	20.67		
Scout Trips, Camps, Activities etc	£	2,780.56		
Cub Trips, Camps, Activities etc	£	-		
Beaver Trips, Camps, Activities etc	£	145.00		
Covid Equip	£	403.39		
Misc	£	553.86		
Memberships & Fees	£	3,497.00		
Fundraising	£	-		
Cash to be ignored	£	126.00		
	£	12,724.10		
NET FOR YEAR	£	18,075.00		
Actual Current Acc Balance	£	33,380.28		
Opening Current Acc Balance	£	33,620.28	£	240.00
Outstanding cheques as at 31/12/19	£	240.00		
<i>Outstanding cheques cashed</i>	<i>£</i>	<i>240.00</i>		
Closing Current Acc Balance	£	51,455.28	£	51,455.28
BANK BALANCES at end of year			£	-
Deposit	£	628.32		
interest	£	0.56		
Current	£	628.88		
Outstanding cheques	<i>£</i>	<i>100.00</i>		
			Expenses	Income
Cash on Hand at start of year	£	118.00		
CASH on hand	£	32.00	£	126.00
				£
				280.00
sub total Outstanding	£	-		
Actual Closing balance current	£	51,455.28		
Total Current plus Deposit	£	52,084.16		

2nd Amphill & Woburn Scout Group : Charity Number 300435

INCOME 2020

DATE	credited on	bank giro credit	DETAILS	Depositor/ Arranger	Income	Subscriptions	Scouts Fund Raising	Hall & Equip Hire	Camps	Scout activities	Scout activities	Beaver activities	Grants	Gift Aid
02-Jan-19	02-Jan-19		Mrs Emma Marriot subs pmt		£ 12.00	£ 12.00								
03-Jan-20	03-Jan-20		Go Cardless		£ 11.65	£ 11.65								
09-Jan-20	09-Jan-20		Go Cardless		£ 955.30	£ 955.30								
16-Jan-20	16-Jan-20		Hall Hire via Les		£ 90.00			£ 90.00						
27-Jan-20	27-Jan-20		Hall Hire		£ 90.00			£ 90.00						
31-Jan-20	31-Jan-20		Fireworks Committee Donation		£ 200.00									
03-Feb-20	03-Feb-20		Mrs Emma Marriot subs pmt		£ 12.00	£ 12.00								
03-Feb-20	03-Feb-20		Hall Hire via Les		£ 45.00			£ 45.00						
03-Feb-20	03-Feb-20		Giftaid from HMRC		£ 10,593.48								£ 10,593.48	
10-Feb-20	10-Feb-20		Go Cardless		£ 932.00	£ 932.00								
13-Feb-20	24-Feb-20	101019	Cash from Robin - Snodome	CASH	£ 240.00					£ 240.00				
21-Feb-20	21-Feb-20		Hampshaw - snowdon trip deposit		£ 100.00					£ 100.00				
24-Feb-20	24-Feb-20	101019	1st Guide Rent - Autumn 19		£ 240.00			£ 240.00						
24-Feb-20	24-Feb-20	101019	CAF Donation		£ 100.00									
24-Feb-20	24-Feb-20	101019	2nd Guide Rent - Spring 20		£ 220.00			£ 220.00						
02-Mar-20	02-Mar-20		Mrs Emma Marriot subs pmt		£ 12.00	£ 12.00								
01-Mar-20	10-Mar-20	101020	Payments for Snowdon (adjusted by £100 for bounced chq)		£ 960.00					£ 1,060.00				
01-Mar-20	10-Mar-20	101020	Payments for Scouts Bletchey		£ 100.00					£ 100.00				
01-Mar-20			Payments for Scouts Bletchey	CASH	£ 40.00					£ 40.00				
01-Mar-20	04-Mar-20		Payments for Scouts Bletchey - bank transfer		£ 20.00					£ 20.00				
01-Mar-20	10-Mar-20	101020	Donation from Masons		£ 100.00									
09-Mar-20	09-Mar-20		Go Cardless		£ 920.35	£ 920.35								
13-Mar-20	13-Mar-20		Hall Hire via Les		£ 45.00			£ 45.00						
01-Apr-20	01-Apr-20		Mrs Emma Marriot subs pmt		£ 12.00	£ 12.00								
02-Apr-20	02-Apr-20		Refund Cornel Centre - Snowdon		£ 124.00					£ 124.00				
08-Apr-20	08-Apr-20		Go Cardless		£ 368.60	£ 368.60								
15-Apr-20	15-Apr-20		Go Cardless		£ 4.85	£ 4.85								
20-Apr-20	20-Apr-20		Rotary Donation		£ 1,045.00									
29-Apr-20	29-Apr-20		Go Cardless		£ 4.85	£ 4.85								
01-May-20	01-May-20		Mrs Emma Marriot subs pmt		£ 12.00	£ 12.00								
01-May-20	01-May-20		Business Rates Rebate Grant		£ 10,000.00								£ 10,000.00	
11-May-20	11-May-20		Go Cardless		£ 373.45	£ 373.45								
01-Jun-20	01-Jun-20		Mrs Emma Marriot subs pmt		£ 12.00	£ 12.00								
08-Jun-20	08-Jun-20		Go Cardless		£ 373.45	£ 373.45								
01-Jul-20	01-Jul-20		Mrs Emma Marriot subs pmt		£ 5.00	£ 5.00								
08-Jul-20	08-Jul-20		Go Cardless		£ 378.30	£ 378.30								
14-Jul-20	14-Jul-20		Go Cardless		£ 4.85	£ 4.85								
24-Jul-20	24-Jul-20		Go Cardless		£ 24.25	£ 24.25								
01-Jul-20	01-Aug-20		Mrs Emma Marriot subs pmt		£ 5.00	£ 5.00								
10-Aug-20	10-Aug-20		Go Cardless		£ 363.75	£ 363.75								
27-Aug-20	27-Aug-20		Go Cardless		£ 24.25	£ 24.25								
01-Jul-20	01-Sep-20		Mrs Emma Marriot subs pmt		£ 5.00	£ 5.00								
08-Sep-20	08-Sep-20		Go Cardless		£ 358.16	£ 358.16								
01-Jul-20	01-Oct-20		Mrs Emma Marriot subs pmt		£ 5.00	£ 5.00								
08-Oct-20	08-Oct-20		Go Cardless		£ 300.08	£ 300.08								
09-Oct-20	09-Oct-20		Go Cardless		£ 4.84	£ 4.84								
12-Oct-20	12-Oct-20		Go Cardless		£ 4.84	£ 4.84								
16-Oct-20	16-Oct-20		The Giving Machine		£ 90.58		£ 90.58							
20-Oct-20	20-Oct-20		Go Cardless		£ 4.84	£ 4.84								
21-Oct-20	21-Oct-20		Go Cardless		£ 14.52	£ 14.52								
22-Oct-20	22-Oct-20		Go Cardless		£ 9.68	£ 9.68								
02-Nov-21	02-Nov-21		Mrs Emma Marriot subs pmt		£ 5.00	£ 5.00								
09-Nov-20	09-Nov-20		Go Cardless		£ 280.72	£ 280.72								
23-Nov-20	23-Nov-20		Go Cardless		£ 4.84	£ 4.84								
01-Dec-21	01-Dec-21		Mrs Emma Marriot subs pmt		£ 5.00	£ 5.00								
07-Dec-21	07-Dec-21		2nd Guide Rent - Autumn 20		£ 100.00			£ 100.00						
08-Dec-21	08-Dec-21		Go Cardless		£ 280.72	£ 280.72								
09-Dec-21	09-Dec-21		Go Cardless		£ 9.68	£ 9.68								
16-Dec-21	16-Dec-21		Go Cardless		£ 19.36	£ 19.36								
16-Dec-21	16-Dec-21		Go Cardless		£ 4.84	£ 4.84								
17-Dec-21	17-Dec-21		Go Cardless		£ 4.84	£ 4.84								
22-Dec-21	22-Dec-21		EON Refund		£ 188.34									
29-Dec-21	29-Dec-21		EON Refund		£ 99.00									
30-Dec-21	30-Dec-21		Go Cardless		£ 4.84	£ 4.84								

	January				£ 1,358.95	£ 978.95	£ -	£ 180.00	£ -	£ -	£ -	£ -	£ -	£ -
	February				£ 12,482.48	£ 944.00	£ -	£ 505.00	£ -	£ 340.00	£ -	£ -	£ -	£ 10,593.48
	March				£ 2,197.35	£ 932.35	£ -	£ 45.00	£ -	£ 1,220.00	£ -	£ -	£ -	£ -
	April				£ 1,559.30	£ 390.30	£ -	£ -	£ -	£ 124.00	£ -	£ -	£ -	£ -
	May				£ 10,385.45	£ 385.45	£ -	£ -	£ -	£ -	£ -	£ -	£ 10,000.00	£ -
	June				£ 385.45	£ 385.45	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	July				£ 412.40	£ 412.40	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	August				£ 393.00	£ 393.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	September				£ 363.16	£ 363.16	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	October				£ 434.38	£ 343.80	£ 90.58	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	November				£ 290.56	£ 290.56	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
	December				£ 716.62	£ 329.28	£ -	£ 100.00	£ -	£ -	£ -	£ -	£ -	£ -

	always add new month's figures				31079.10	£ 30,979.10	£ 6,148.70	£ 90.58	£ 830.00	£ -	£ 1,684.00	£ -	£ 10,000.00	£ 10,593.48
	Total income				£ 31,407.42	£ 6,148.70	£ 90.58	£ 830.00	£ -	£ 1,684.00	£ -	£ -	£ 10,000.00	£ 10,593.48

2nd Ampt Hill & Woburn Scout Group : Charity Number 300435

EXPENDITURE 2020

DATE issued	Detail	Receipt received	Chq no	Statement Date	Total	Lighting & Heating	Water & Wi - Fi	Hut Maint	Insurance	Cleaning	Phone	Scout Hut Project	Beaver Weekly Meeting costs	Cub Weekly Meeting costs	Scout Weekly Meeting costs	Beaver Trips.camps. activities	Cub Trips.camps. activities	Scout Trips.camps. activities	Covid Equip	Misc	Memberships & Fees
						£ 2,356.61	£ 516.96	£ 642.76	£ 878.13	£ 649.82	£ 61.71	£ 300.00	£ 20.67	£ 6.00	£ 37.63	£ 145.00	£ -	£ 2,780.56	£ 403.39	£ 553.86	£ 3,497.00

£ 12,850.10