

**2<sup>nd</sup> Collier Row (Ascension) Scout Group**  
**Annual General Meeting 2023**  
**Agenda**

1. Welcome by the AGM.
2. Apologies for Absence.
3. Approve the Minutes of the previous AGM.
4. Matters Arising.
5. Approval of the Annual Reports & Accounts (copies e-mailed).
6. Beaver Awards.
7. The meeting to endorse the Group Scout Leaders nomination of Colin Shepherd as Group Chairman.
8. The Group Executive propose Mrs Karen Wiltshire as Group Secretary.
9. The Group Executive propose Mrs Hannah Regan as Group Treasurer.
10. There are currently no Lay Members to re-elect as members of the Group Executive.
11. Nominations for election as members of the Group Executive.
12. Any Other Business.
13. Meeting close & refreshments.

**Present:** Colin Shepherd (Group Chair), Hannah Regan (Group Treasurer), Karen Wiltshire (Group Secretary), Steve Wiltshire (ASL), Kim Chennells (BSL), Michelle Elliott (ABSL), Reece Wiltshire (District Youth Commissioner), Karen Rayment-Davis (ASL), Dean Jeffrys (District Commissioner), Geoff Hutton (District President), Tony Davis (ASL), Jake Wiltshire (ASL), Laura Mann (ASL), Ron Still (ACSL), Jo Martin (ACSL), Amy Sullivan (ASL), Mackenzie Ayres (ABSL), Dominic Barker, Jenni Pengelly, Ethan & Hannah Jermain, Linda Harris, Tihona Cunija, Zoe Bolt, Theodore Cole, Oliver & Riley Frankling, Alfie Anderson, Neale & Nicola Mosleni, Ava, Gary & Mark Cumbers, Vadim Todica, Oliver Elliott, Alexandru Magirescu, Alexandra Butacu, Emily Smith, Josita Praackevic, Haley Woolcott, Stuart Smith, James March, Kathryn Kershaw, Theo Lloyd, Hayley & Tom Bruce.

**1. Meeting Opening:** Steve Wiltshire in the absence of Tim Petken (GSL) welcomed everybody, opened the meeting, he then handed the meeting to Dean Jeffrys (District Commissioner) to present a special award to Dominic Barker. The “Never Give Up” is awarded to youngsters who have gone above and beyond. Domnic raised over £2800 for King George & Queens charity trust by walking 3 miles around King George’s Park in memory of his father. Following the presentation, Dean handed over to Colin Shepherd.

**2. Apologies:** Julian Rawle (District Chair), Tim Petken (Group Scout Leader).

**3. Approve the minutes of previous AGM:** Copies of the minutes were made available on OSM prior to the meeting. Proposed by Tony Davis, seconded by Jo Martin, the meeting voted unanimously to approve the minutes.

**4. Matters Arising:** None.

**5. Approval of the Annual Reports & Accounts:** Copies of the accounts, reports, and Independent Examiners Report of the accounts were made available prior to the meeting via OSM. Proposed by Karen Wiltshire. Seconded by Ron Still. The meeting voted unanimously to approve the annual reports & accounts.

**6. The meeting to endorse the Group Scout Leader’s nomination of Colin Shepherd as Group Chair:** The meeting voted unanimously to approve the nomination.

**7. The Group Executive propose: Mrs Karen Wiltshire as Group Secretary.** Seconded Kim Chennells. The meeting voted unanimously to approve this appointment.

**8. The Group Executive propose: Mrs Hannah Regan as Group Treasurer** Seconded Ron Still The meeting voted unanimously to approve this appointment.

**9. The Group Scout Leader proposes that the following are re-elected as members of the Group Executive:** There being no existing members of the Group Executive the meeting moved onto the next agenda item.

**10. Nomination for election of new members to the Group Executive:** Katheryn Kershaw and Jake Wiltshire offered their services, seconded by Karen Wiltshire. The meeting unanimously approved the appointments.

**11. Any Other Business:** None

**12. Presentation of Awards.**

Awards and badges were presented to the following:

Beavers: Riley Frankling, Alexandru Magirescu, and Theo Lloyd

Cubs: Alex Watts, Percy Bruce, Issac Pitts, Emilis Pranckevicius, Ethan Jermain, Hannah Jermain, Dannie Hinton, Scarlet Burke, and Giacomo Dover.

Scouts: Archie Ormes, Emily Smith, Oliver Elliot, Jenni Pengelly, Logan March, and Vlad Todica.

A 5-year Service Award was presented to Laura Mann.

Steve Wiltshire invested, Jo Martin as Assistant Cub Scout Leader and Amy Sullivan as Assistant Scout Leader.

The District Commissioner addressed the meeting, thanking leaders, helpers and supporters, stressing that ongoing support is always appreciated and needed.

Steve Wiltshire read out a report on behalf of Tim Petken (Group Scout Leader).

The Chair thanked everybody for attending the meeting.

There being no further business, the meeting closed 8.20pm.

**Signed**

**Colin Shepherd, Group Chairman**

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**Chairman's Report**

Thank you all for coming tonight, I would especially like to welcome the members of the District Trustee's who have joined us tonight. Following Covid it was great to return to normal face to face Scouting

My thanks to everyone involved in running the sections and all my colleagues on the Executive committee for their help, especially our secretary, Karen Wiltshire and our Treasurer Hannah Regan. Unfortunately Neil Elliott had to step down from the Executive as his work commitments changed and he felt he wouldn't be to support us and attend the meetings. I would like to thank Neil for his help during his brief time on the Executive. If anyone would like to join the Trustee's (formally the Executive Committee) we meet around 5 times a year for a couple of hours and try to support the Leaders in plans, ensuring the hall, paperwork and finances are being looked after.

I would also like to thank Tim Petken for his work as Group Scout Leader(GSL) he has worked tirelessly to recruit new helpers and Leaders. Just when he thought he had sufficient Leaders to re-open the second Cub pack on Thursday he was rocked by the announcement that Mark and Emily Irvine would be stepping back as the Tuesday Leaders due to Mark's job changing. I would like to thank them both for their work over the years. The good news is they are not walking away completely and will help out when they can.

It is an exciting time for Scouting as they have recently launched a new section aimed at younger children, pre Beaver age. Tim is looking to launch a Squirrel "Drey" when he has sufficient Leaders and parents to run it. I am sure he will be mentioning it tonight. If you would like to help out as an Assistant Leader or helper in a section please see Tim. If you would like to join the Trustee's please feel free to speak to me or go through one of the section leaders/Tim.

Moving forward we are looking to create a new toilet block by extending the front of the building to make it wheelchair accessible. Plans are being drawn up and we will shortly embark on some fund raising projects. One way you can help us is to "sign up" to Gift Aid so we can claim back the tax on your monthly "subs" if you haven't already done so.

Colin Shepherd - Group Chair

## **Group Secretary Report 2022/2023**

In October we renewed our Personal Liability Insurance with Unity, a Scout based insurance company. This covers any “layperson” visiting our premises.

In January we renewed our buildings and contents insurance with Access, this is brokered through The Salvation Army, who manage premiums aimed at Charities. We were locked into a 3 year “deal”, this being our final year. Meaning that a new deal will need to be sort in January 2024. At present we have no cover for flood damage, hence we need to hold funds in case the unfortunate happens as did in 2016 and we need to replace contents and possibly the building.

Also in January, our annual registration with The Charities Commission. This is a legal requirement.

Thank you to all who help our group remain one of the strongest within the district and those offering their support for the coming year.

Karen Wiltshire, 2<sup>nd</sup> Collier Row Group Secretary.

## **Treasurer’s Report**

Looking at our accounts which appear later in this pack it looks like we are well off as a Group. We need to remember that in June 2016 we suffered a flood which resulted in just under £70k of damage. At the moment we are unable to get flood cover insurance, so we need to put money away for a “rainy day” in case we get flooded again. We had put £30k into a reserve account, this was with the Teachers Building Society. We have now moved this to the Skipton Building Society as they are consistently paying higher interest We have now topped this up to £60k.

Hannah Regan – Group Treasurer.

## **Group Scout Leader's Report.**

Thank you for joining us at our Group Celebration Evening. It is common for such events to be somewhat retrospective, and an excuse to sit back and indulge in self-congratulation. Whilst there is, indeed, very much to celebrate, I would equally like to use it as an opportunity to look forward to the many exciting plans and developments we wish to pursue in the future.

You will see from the Section reports the amazing time that our young people have had in the last year, and that is entirely down to the brilliant efforts of our volunteer leadership team. It cannot be stressed enough that they all fit Scouting in around work and family lives. They do not have any more hours in the day, or days in the week than anyone else, but still make time for our young people. As such, I am sure you would wish to join me in offering up a heartfelt and resounding thanks to all of the leaders, section assistants and occasional helpers for their time, efforts and dedication.

An awful lot happens behind the scenes too - often unseen and seemingly often unnoticed, but I assure you it is not. To our trustee team; our volunteers who look after our grounds and all those who have supported the group in so very many ways, we owe a massive thanks.

I am firmly of the belief that young people come to Scouting to experience adventure and as such have challenged all of our sections to undertake as many adventurous activities as they can and make the most not only of our own wonderful grounds but to venture further afield, too. My repeated mantra is "more adventures for more young people". However, this is becoming increasingly challenging. Our facilities and equipment are not what they once were, they are not conveniently (or in some cases, at all) accessible for those using mobility aids or with access difficulties. Our facilities are beginning to show their age in terms of wear and tear, upkeep and the spiraling cost of energy. If we are to be a forward looking group, with our eyes on Scouting in 2030 and beyond (which includes our current Beaver Scouts) we need to make brave decisions relating to their longevity and sustainability. Our hope is to begin an overhaul of our meeting place; with accessible facilities and able to make better use of our outdoor spaces in all weathers. We want our hall to be a valued community asset which puts 2CR at the very heart of our community.

We know that our continued success and plans for growth are likely to encourage more young people to want to join us - so I'm currently in the process of mapping out the logistics of re-opening our second Cub Scout Pack and opening our first ever Squirrel Drey for four to six year olds.

Of course, our continued growth can only be maintained with your support. To keep the group running we need your help. We are in need of leaders and section assistants in our Squirrel and Cub Scout sections and are keen to bolster our trustee team and recruit a support team to help us meet our development goals in terms of fundraising, facilities and events. If you have a little - or a lot - of time and want to help us deliver more adventures to more young people, we'd love to hear from you!

Lastly, I would like to express my overwhelming pride and appreciation of the fantastic efforts and achievements of our young people. Week in and week out, they

continue to push themselves, learn skills for life and do this with the most wonderful sense of fun and enthusiasm.

Please make the most of this evening, or any other evening, to meet with our leadership team and find out more about their role in the group, why they volunteer and the myriad of skills they bring in order to give your young people life-changing adventures and skills for life.

Thanks, once again, for joining us and supporting us.

Tim  
Group Scout Leader

**2<sup>nd</sup> Collier Row Beaver Scout Colonies.  
Report April 2022 to March 2023.**

We have 2 Beaver Colonies Riverside 4.45pm to 6pm and Woodland Beavers is the 6.30pm to 7.45pm. I am BSL to both Colonies. We welcomed back Riverside leader Emma Tyler after having some time off having just had twin girls. We also have ABSL Lauren Watts and Nina Robins has stepped in to help us out. Woodlands has 3 ABSL's Michelle Elliot and Nina Robins. Mackenzie Ayres who has been our YL for 4 years turned 18 and has become an ABSL too. We run a parent rota on both Colonies. We are running at 16 Beavers Riverside and 24 Woodlands. We can't take on anymore as there is not enough room in Cubs for them to all move up. Once we have our 2<sup>nd</sup> Cub Pack re-opened we can increase Riverside to 24.

We recovered well after Covid and it's now a distant memory.

We had several Chief Scout Bronze Award badges gained from Beavers and those who gained it during Covid had the chance to go to a County presentation for their certificates.

This year we started off with our sleepover at Thriftwood with the theme of adventure, with a few other Groups. We did the following activities as well as lots of badges, Archery and Cresta Run at Thriftwood, made cards for the Queens Jubilee and had a party to celebrate. We went Tubing at the Brentwood Ski Centre, we made Diwali clay pots, Remembrance Day Wreaths and attended the parade, we had a Christmas camp in our Hall all based on a Christmas theme gaining their Creative badge, we attended the District Christmas Party which Michelle and I helped organise as we are both District Beaver Scout Leaders too.

We went to see Elf at the Brookside Theatre with other Groups from the District. Tim our Group Scout Leader came to meet our Beavers. We had an animal encounter with 6 different animals each Beaver got to hold. We visited the Fire Station and all the Beavers got to sit in the fire engine and have a go at holding the hose pipe while it was on. We had a visit from Rhythmicity and the Beavers got to play 3 different percussion instruments.

Kim Chennells  
Beaver Scout Leader.



Accruals made £1.64 for final interest

Accruals made £163.49 for final interest on Teachers

|                       |            |
|-----------------------|------------|
| <b>Expenditure</b>    |            |
| Beaver Funds          | -£1,920.90 |
| Cub Pack Funds        | -          |
| Scout Troop Funds     | -£814.94   |
| Donations             | -          |
| Scout Membership      | -£3,330.00 |
| Building & Grounds    | -£4,099.88 |
| Sundries              | -£584.69   |
| Bank Charges          | -£7.00     |
| Insurance             | -£791.26   |
| Water                 | -£135.88   |
| Electricity           | -£3,994.79 |
| High Interest Account | -          |
| AGM Expenses          | -          |
| Scouting Expenses     | -£319.68   |
| Equipment             | -£289.99   |
| Security              | -          |
| Telephone/Broadband   | -£317.37   |
| Grass Cutting         | -          |
| Training              | -£90.00    |
| Inter Acc Transfer    | ###        |
| Hall Expenses         | -£272.84   |

|                            |            |
|----------------------------|------------|
| <b>Expenditure to Date</b> | <b>###</b> |
|----------------------------|------------|

|                                  |            |
|----------------------------------|------------|
| <b>Banks</b>                     |            |
| Current Acc ending 5978          | £7,380.79  |
| Reserve Acc ending 4978          | -          |
| Business Reserve Acc ending 3542 | -          |
| Teachers Building Society        | ###        |
| Current Acc ending 5886          | £8,808.35  |
| Business Reserve Acc ending 5894 | ###        |
|                                  |            |
| Accruals electricity/interest    | -£1,159.15 |
| <b>Total</b>                     | <b>###</b> |

#### FUNDS HELD BY THE SECTIONS

|        |         |
|--------|---------|
| Beaver | £204.00 |
|--------|---------|

|        |           |
|--------|-----------|
| Cubs   | £3,888.73 |
| Scouts | £2,378.70 |
| TOTAL  | £6,471.43 |



**Section A Independent Examiner's Report**

Report to the trustees/  
members of

Charity Name  
2<sup>nd</sup> Collier Row (Ascension) Scout Group

On accounts for the year  
ended

|                             |                        |        |
|-----------------------------|------------------------|--------|
| 31 <sup>st</sup> March 2023 | Charity no<br>(if any) | 303695 |
|-----------------------------|------------------------|--------|

Set out on pages

1 to 4  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date: 20/08/2023

Name: Alan Wiltshire

Relevant professional  
qualification(s) or body

Masters Degree in Business Administration (MBA)

(if any):

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|  |
|--|

Address:

9 The Drive

Collier Row, Romford.

Essex, RM5 3TP

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

|      |
|------|
| None |
|------|