

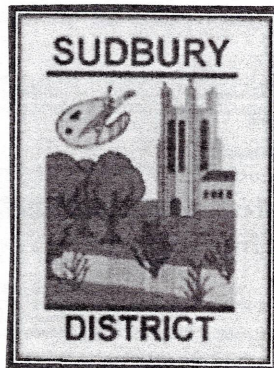
Sudbury District AGM 2024

At

Bradfield Scout Camp Site

On Thursday 18th. July

19.30 for a 19.45 Start



## **SUDBURY DISTRICT SCOUT COUNCIL**

Annual General Meeting

Bradfield Scout Campsite - 18th July 2024 - 19.30 for 19.45 start

### **AGENDA**

**Introduction and welcome**

**Apologies for absence**

**Governance topics**

**Approve the minutes of the Annual General Meeting held on 13th July 2023**

**Adopt the model constitution from Policy, Organisation and Rules (POR - 5.4)**

**Note the District's financial year**

**Approve appointed and community members of the District Scout Council**

**Agree the number of members that may be appointed to the Trustee Board**

**Agree the quorum for future meetings of the District Scout Council (excluding this AGM)**

**Review of the previous year**

**The District Lead Volunteer's review of Scouts in the Sudbury District**

**Receive and consider the Annual Report of the District Trustee Board, including the annual Statement of the Accounts**

**Making appointments**

**Appoint the District Chair**

**Appoint the District Treasurer**

**Appoint members of the District Trustee Board**

**Reappoint District President and/or Vice Presidents**

**Appoint the Scrutineer**

**Nominate representatives of the District Scout Council to represent the District on the County Scout Council**

**Closing remarks**

## Minutes of the District AGM held on Thursday July 13th, 2023, at Bradfield Campsite

### 1. Introduction and Welcome:

Vincent Quattrucci took the Chair and welcomed attendees.  
Charmain District Commissioner read us the thoughts for today.

### 2. Attendance and Apologies

List attached

### 3. The Minutes of the AGM on 2022

Were agreed and accepted by a show of hands

### 4. Governance Topics

#### a) Adopt the model constitution from Policy Organisation and Rules.

Agreed by show of hands

#### b) Note the District's financial year-

1st April to 31st March.

#### c) Agree the number of members that maybe elected to the Trustees Board as six.

Agreed by show of hands

#### d) Agree the quorum for each of the District Scout Council (including this AGM) meetings of the District Trustee Board, meetings of any sub-committees

as 5% of the eligible members or 6 (whichever is the greater) for the District Trustee Board meetings or sub-committees and for the AGM as 3% or 25 (whichever is the greater)

### 5. Review of the previous year

The District Commissioner extended thanks to District Team/District Exec/Leaders/Activity Team

The District Commissioners report, Chairs report and Section reports are within the AGM booklet

#### b) To receive and consider the Annual Report of the District Trustees board including the Annual Statement of Accounts.

Proposed: Vincent Quattrucci Seconded: Brian Clampin. Approved by show of hands

### 6. Making Appointments

#### a) Re-appoint District President Bill Hotchkiss and Vice-Presidents; John Ineson and John Mullen agreed

b) To note any other supporters who may be admitted to membership of the District Scout Council, by the District Commissioner, the District Trustee Board or the District Scout Council. Youth Commissioner and Network Commissioner required

Vacant- to be added when appointed.

#### c) To approve the District Commissioners nomination for the District Chair:

Vincent Quattrucci. Approved by show of hands.

#### d) Election of the District Secretary: Jan Jennings

Proposed: Vincent Quattrucci - Seconded: Brian Clampin

Approved

#### e) Election of District Treasurer John Wiseman and Bryan Mayles, to allow a smooth handover process.

Proposed: Vincent Quattrucci - Seconded: Jan Jennings

Approved

#### f) Elections of members to the District Trustees Board:

Jenny Mullen MBE, Richard Cutting, Alan Cummings, Brian Clampin, Graham Smith and Mark Chadwick

Proposed: Vincent Quattrucci – Seconded : Charmain Southgate

#### g) To approve the District Commissioners nominations to the District Trustees Board

#### h) To appoint the Scrutineer:

Passmore Weeks. Approved.

#### i) To nominate representatives of the District Scout Council to represent the District on the County Scout Council.

DC or DDCs to deputise. Approved.

### 7. Awards

John Mullen was awarded his service award.

Reach- our nominated Charity for the St. Georges Day donation were represented by Mr. Henry Wilson who received the cheque on their behalf. He gave a brief outline on the work of the Charity and thanked the District for their donation.

Keith Barber from Suffolk County Scouts thanked the DC and her teams for pushing the District forward.

The Mayor addressed the AGM thanking us for the invitation and emphasised the values and principles promoted by Scouting, and thanked all the volunteers for their input.

**Vincent Quattrucci closed the meeting and invited guests to partake of the provided**

## **Chairmans report – 2024**

I can be content to report that overall, our membership numbers are steadily, if somewhat slowly climbing back to where they were prior to the pandemic. That is a comforting indicator of the value that children and families place upon engagement in and with Scouting, despite, the ongoing cost-of- living crisis which the nation has been struggling with.

I need to record a note of thanks to our outgoing District Treasurer, John Wiseman, for his diligent work in keeping our financial records straight, I also welcome Bryan Mayles into the role in which he has fully settled over the past 12 months. I should also appreciate this opportunity to thank our outgoing Deputy District Commissioner (Deputy District Lead Volunteer), Jenny Mullan, Jenny has proved invaluable to the District during her time as DDC and personally has offered a lot of beneficial guidance and friendship.

I want to thank each Group in District for their work on the matter of changing the status of all Members from “Committee Member” to “Trustee” in the formal and legal meaning of that word. Implemented as of April 2023, those of us who had seats on the District Executive Committee, along with many others, have now been moved into the status of Trustees.

As always, my thanks and admiration goes out to each of you here today, without whom we could not provide the high quality level of Scouting that we as a District provide.

Vincent Quattrucci  
Sudbury District Chairman

## Sudbury District Commissioner Report 2024

Another year gone; how quickly time flies! What another busy year, I think a lot of focus this year has been on recruitment and will be my focus again for the forthcoming year, as I write this I am entering my final year as your District Commissioner and will stand down next year at the District AGM , I became your Deputy DC back in 2013 I have had the most amazing time, thank you so much for all your support and making Sudbury District truly Incredible, Sudbury continues to offer the most amazing opportunities for our Young people, as you see from the census figures it has been easy but we are rebounding well.

I must mention the Sponsored Absell down Long Melford Tower to raise well needed funds for Long Melford Church, Well done Lynda Badger and 1st Long Melford Group for running such an incredible event and special thanks to SPLAT, Gary Burden, Stuart Whitmore and the County CMAT Team You will all get the chance to have a go later this year.



Looking beyond the year end, the highlight for us all was the St George's Day event at Long Melford on 21<sup>st</sup> April. What a fantastic turnout! It was good to see so many young (and not so young!) people there enjoying the sunny weather - and the camaraderie, which surely defines the Scouting movement. It was an honour to thank those attending with both Service and District Commissioner Awards and Many Congratulations to Brian Clampin on his 60 years' service.

I am very honoured to have been part of the new HQ Project at Haverhill, the new HQ is so much more than we could have ever dreamed off and so very nearly finished, The HQ Committee, Abi, Stuart Britten and the Team, you are absolute Hero's. From the Team and I, we would like to thank everyone for all your hard work and commitment in 2023/2024,



Please remember we are all just ordinary people doing extraordinary things.

Charmain

Report for Squirrels Sudbury District 2024 - for District AGM  
Long Melford continues to be busy, running on 18 Squirrels Scouts. The leadership team has changed completely in the last two years. Run by Lynda Badger and Jonathan Coote, both doing training. (Lynda is stepping down at the AGM to take on GSL) Still waiting for their first aid to be completed with the final part, so this is being covered by myself, <sup>Stephen</sup> Preston (exec Chair) Jenny Mullan and now Julie Penney as her grandson has started Squirrels! They have also recruited two new members as SAs, which Steve Spraggons has completed DBS checks for and put on the system, one of which is going to continue to do her leader training. We need another adult on the team for next term, as five adults are required at Squirrels each week, as their needs are many and varied. They do have a parent rota also in place. A varied program, sometimes joining up with Beavers, including a trip to Bewilder wood last September. They have also had a second Birthday celebration inviting the DC and had a Birthday Cake. Plan is to invest the recent new members at the AGM. Five of them I believe. This is being aided by rising 5's going upto Beavers to make space. Most Squirrels manage to complete their acorn awards before moving on to Beavers. Squirrels have taken part in the County Competition, photographs with Squirrels scouts and animals all in a scrap book over the last 8 months. Brian Harvey has informed us that we came 2<sup>nd</sup> in the County, we will receive a certificate and a £20 Amazon voucher to spend at Squirrels. Last year Squirrels attended the County event at Stonham Barns.

There are no District Squirrel accounts to present. Currently no other Dreys are opening in the District. I have sent info to Bures last year, the problem is leader recruitment generally, certainly enough children wanting to join. Long Melford continues to have a waiting list for Squirrels.

YIS

Carolyn Spraggons  
ADCSS

## Sudbury District Cubs Annual Report

It's been another quiet year for Sudbury District Cubs. We began the year with a couple of new activities – crazy golf and foot golf. 3 Cubs packs came along and on a very warm summers day, took on the crazy golf course holes all with local themes. After a snack they kicked a football round the golf course (much to the annoyance of the golfers) attempting to sink their football in the oversized holes. A good day was had by all.

In July we finally held our Sleep over at Kelvedon Hatch Secret Nuclear Bunker. About 100 cubs enjoyed finding out about the cold war and exploring the bunker, then after a chip supper they bedded down for the night amongst the exhibits.

In October we ran our "Challenge and Adventure" day at Bradfield park. This time the Cubs had the opportunity to have a go at bouldering, archery, the cresta run and lots more getting them all well on the way to completing their Outdoor Challenge.

Sadly, our Quiz and Handicraft Competition had to be cancelled this year due to lack of interest.

We now look forward to the next years activities and a District Camp.

Cathy Challis

Cliff Dark

ADC Cubs

ADC Cubs

### **District Explorer Scout Commissioner Report AGM**

During the last year, we had a summer camp at Eaton Vale Activity Centre with explorers attending from Quay and Bures. This was well attended and the various activities on hand included archery, air rifles, water games, team building and kayaking to name a few, and not forgetting the trip to The Pleasure Beach.

This year there is the opportunity to have a few camps over a few weekends due to leader commitments and a number of the explorers having part time jobs.

This year, explorers, and leaders from three units took part in the monopoly run in London and we all travelled down by train which was easier than the year before and a lot quicker.

There is an event at the aqua park early July with explorers attending from some units.

The numbers of explorers in the district are increasing within all the units, and a new unit in Boxford has opened due to the demand for one there. This is very encouraging as the explorers are the future leaders and a few who have turned eighteen over the last year have in fact become leaders.

Also, I have some ideas for next year that include the monopoly run, jailbreak and camps to name a few, archery and rifles taster sessions and a district archery and rifle competition together with events over each term with all the explorer units having the opportunity to attend.

There are other ideas which are at an early stage of planning and more information about these will be released at a future date.

DofE will be running this year hopefully with Bronze and Silver after a very encouraging Gold expedition last year in very wet weather.

I would just like that thank all the explorer leaders in the district for all the hard work they are doing. I have a good team around me with Alan and all the explorer leaders and their assistance and support are invaluable.

Julie Penney Sudbury District Explorer Scout Commissioner

**BRADFIELD PARK CAMPSITE REPORT 1<sup>st</sup> APRIL 2023- 31<sup>st</sup> March 2024**

It has been a very busy year for the campsite with many groups making repeat bookings for next year.

Earlier in the year, much to our disappointment Mich Laws stood down as bookings Secretary and as yet no one has volunteered to take on the role, which is really needed to take some of the pressure off a small group of campsite volunteers. The committee are still looking for campsite wardens, mainly to work when campers are on site. These volunteer roles come with free camping for you and, providing all adults have a DBS, your family.

We are keen to recruit a young person on to the committee so if you know of a young person who would like to represent the district please do get in touch.

We are also in need of instructors for the climbing wall, rifles and archery. The committee have agreed that each volunteer instructor should receive £20 each towards expenses.

Please help if you can.

So, what's been happening on the campsite, successful and happy campers through the summer months.

In September the committee held a Review and open evening for Bury and Sudbury districts, although successful September was probably not the best time of the year as the evenings draw in quite rapidly.

We now have the Community Volunteer Service working with Phil Holland every Thursday, they have been a tremendous help. The top carpark has been cleared to make a much larger carpark and Phil and the team are working to create many more spaces by Lunney Lodge. There has been much work done to bring our website up to date and we are grateful to Rob Gloess for all his help and advice.

We were so pleased to welcome Jocelyn Holland onto the committee to look after our Facebook page. It has been a slow process however we are getting there!

This is just a very brief overview of the past year and the work being done. The crew under the management of Phil Holland work exceptionally hard to keep the campsite in tip top condition so to Bill, Chris, who also looks after the finances, Peter and Richard a huge thank you from the district. Thanks also to Charmaine and Vince for their undying support.

It is a great privilege to be part of the committee.

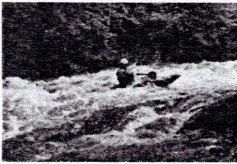
Jenny Mullan

## SUDBURY PADDLESPORT LEADERSHIP

The Tuesday nights are back, despite one of our Team being out of action due to a Skiing accident and other members having time constraints and unable to commit to weekly sessions, rather than cancel the weekly Kayaking training we have continued to run the event on reduced numbers. This has also impacted our white-water tips.



All Leaders attending the Kayaking course will gain Discover and Explorer Paddle Sport UK Awards.



In August 2023 the SPLAT Team headed back to North Wales for the 7th White Water taster weekend, and 7 Leaders attended, in July this year we have 4 new members heading to North Wales to join in the next adventure.



Sudbury District would like to thank 3rd Sudbury Scout Group for all their continued support.

Financial Statements for the Year Ended 31 March 2024

for

Sudbury District Scout Council

Sudbury District Scout Council

Contents of the Financial Statements  
for the Year Ended 31 March 2024

	Page
General Information	1
Accountants' Report	2
Client Approval Certificate	3
Detailed Profit and Loss Account	4
Balance Sheet	5
Notes to the Financial Statements	6

Sudbury District Scout Council

General Information

for the Year Ended 31 March 2024

**PROPRIETOR:** Sudbury District Scout Council

**ADDRESS:** c/o Mr J Wiseman  
15 Meeting Field  
Long Melford  
Sudbury  
Suffolk  
CO10 9JZ

**ACCOUNTANTS:** Passmore Weeks & Richardson  
(A Xeinaidin Group Company)  
Suffolk Court  
9 Church Field Road  
Chilton Industrial Estate  
Sudbury  
Suffolk  
CO10 2YA

Unaudited Financial Statements

for the Year Ended 31 March 2024

Accountants' Report to

Sudbury District Scout Council

In accordance with our terms of engagement we have prepared for your approval the financial statements of Sudbury District Scout Council for the year ended 31 March 2024 on pages four to six from the accounting records and from information and explanations you have given us.

This report is made solely to you in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Sudbury District Scout Council and state those matters that we have agreed to state to you in this report. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you for our work or for this report.

You have approved the financial statements for the year ended 31 March 2024 and have acknowledged your responsibility for them, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for their compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the financial statements.

Passmore Weeks & Richardson  
(A Xeina Group Company)  
Suffolk Court  
9 Church Field Road  
Chilton Industrial Estate  
Sudbury  
Suffolk  
CO10 2YA

*Passmore Weeks + Richardson*

Date: 21 May 2024.....

Unaudited Financial Statements

for the Year Ended 31 March 2024

Sudbury District Scout Council

Client Approval Certificate

In accordance with the terms of engagement of Passmore Weeks & Richardson, I approve the financial statements for the year ended 31 March 2024 which comprise the Profit and Loss Account, the Balance Sheet and the related notes. I acknowledge my responsibility for the financial statements, including the appropriateness of the accounting basis as set out in note 1, and for providing Passmore Weeks & Richardson with all information and explanations necessary for their compilation.



.....  
J Wiseman

Date: 24-4-24

Sudbury District Scout Council

Detailed Profit and Loss Account  
for the Year Ended 31 March 2024

	31.3.24		31.3.23	
	£	£	£	£
<b>Income</b>				
Membership fees	42,150		42,048	
Membership refunds - County	436		412	
Cubs activities	3,594		4,350	
Church collections	103		-	
Donations	300		138	
Badges	382		365	
District events	846		30	
Water activities	<u>300</u>		<u>-</u>	
		48,111		47,343
<b>Other income</b>				
Gift aid	-		505	
Closed group funds	335		7,341	
Deposit account interest	<u>291</u>		<u>44</u>	
		<u>626</u>		<u>7,890</u>
		48,737		55,233
<b>Expenditure</b>				
Rent	25		75	
Insurance	320		431	
Postage	56		148	
Stationery	36		188	
Mileage	163		448	
Badges	134		203	
Training	180		169	
St Georges day	701		125	
Donations paid	1,703		1,000	
Subs to HQ - prev year	39,284		38,368	
Subs refunds	438		744	
Cubs activities	4,130		4,063	
District activities	-		955	
IT, admin and meetings	339		654	
Depreciation of tangible fixed assets				
Plant and machinery	387		763	
District AGM expenses	<u>-</u>		<u>134</u>	
		<u>47,896</u>		<u>48,468</u>
<b>NET PROFIT</b>		<u>841</u>		<u>6,765</u>

Sudbury District Scout Council

Balance Sheet  
31 March 2024

	Notes	31.3.24 £	£	31.3.23 £	£
<b>FIXED ASSETS</b>					
Tangible assets	2		3,848		3,869
<b>CURRENT ASSETS</b>					
Trade debtors		24		-	
Bank – Explorers		710		701	
Bank – Cubs		2,252		3,258	
Bank – Scouts		459		453	
Bank – Barclays Current Account		7,249		4,401	
Bank – Beavers		1,531		1,512	
Bank – Barclays Premium Account		8,669		8,566	
Bank – Jamboree		2,847		4,411	
Bank – Reserved Funds		<u>7,582</u>		<u>7,158</u>	
			<u>31,322</u>		<u>30,460</u>
<b>NET ASSETS</b>					
			<u>35,170</u>		<u>34,329</u>
<b>FINANCED BY</b>					
<b>RESERVES AND FUNDS</b>					
Reserves	3		27,588		27,171
Restricted reserves	4		<u>7,582</u>		<u>7,158</u>
			<u>35,170</u>		<u>34,329</u>

Notes to the Financial Statements  
for the Year Ended 31 March 2024

1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**

The financial statements have been compiled on a basis which enables profits to be calculated in accordance with generally accepted accounting practice and which provides sufficient and relevant information to enable the completion of a tax return.

2. TANGIBLE FIXED ASSETS

	Plant and machinery £
<b>COST</b>	
At 1 April 2023	4,632
Additions	<u>366</u>
At 31 March 2024	<u>4,998</u>
<b>DEPRECIATION</b>	
At 1 April 2023	763
Charge for year	<u>387</u>
At 31 March 2024	<u>1,150</u>
<b>NET BOOK VALUE</b>	
At 31 March 2024	<u>3,848</u>
At 31 March 2023	<u>3,869</u>

3. DISTRICT FUNDS

	£
For District Section Activities	5,095
Other Funds	10,429
For District Running Costs	7,106
Reserves	<u>8,669</u>
Total in Bank	<u>31,299</u>

4. RESERVES

	£
At 1 April 2023	34,329
Profit/(loss) for the year	841
Prior year adjustment	<u>          </u>
At 31 March 2024	<u>35,170</u>