



Annual General Meeting 2025 – Minutes

1st Holmes Chapel Scout Group

Version: 1.1

Minutes of the Annual General Meeting 2025

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1st Holmes Chapel Scout Group AGM 2025

1. Introduction & Welcome

Group Scout Leader Jo Gregory opened the AGM by welcoming parents, scout leaders and our scouts, cubs, beavers and squirrels.

Jo introduced Keith Thompson, new Chair of Trustees who welcomed Councillor Mike Street to the meeting.

2. Apologies for absence

Apologies were received from Rebecca Hughes, Treasurer, Anne Bishop, Trustee, Will Burnham, District Lead Volunteer, Canon Rob McLaren, St. Luke's Church, Geoff Anderson, U3A, and Fr. Vijay, St. Mary's Middlewich.

3. Governance Topics

a. Approval of Minutes of 2024 AGM

Approved with no objections.

b. Adopt the model constitution from Policy, Organisation & Rules (POR)

Keith Thompson explained the POR and model constitution and the proposal to adopt received no objections.

c. Note the Group's financial year

Keith Thompson confirmed that the financial year is 1st April 2025 to 31st March 2026

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

Keith Thompson explained the required number and formally proposed a maximum of 10 Trustees with a quorum of 4 – this was agreed with no objections.

e. Agree the quorum for future meetings of the Group Scout Council

Keith Thompson explained the required number and formally proposed a quorum of 10 for any Council meetings – this was agreed with no objections.

f. Making Appointments

The Group did not have any Trustee appointments to confirm at the meeting this year. However, the position of Treasurer is currently open & Keith Thompson explained that this is an elected position we would welcome any parent or community member who wishes to be considered, to make themselves known – details below. Keith also asked that any parent or community member who wished to become a Trustee to also make themselves known or, in the first instance, to refer to the information on our website – details below.

Treasurer

As well as general Trustee volunteers. Holmes Chapel has a specific requirement for a Trustee Treasurer to:

Look after finances, such as making sure Groups / Districts / Counties are collecting all membership fees and making all payments.

Share details about income and spend with other Trustees.

Make sure Gift Aid is being claimed.

Make sure proper accounts are kept and draw up policies on finance and investment.

If you would like to have an initial informal conversation, please contact chair@holmeschapelscouts.org.uk or speak to any of the leaders.

Trustee Information Pack

<https://www.scouts.org.uk/volunteers/running-things-locally/trustee-boards/recruiting-new-trustees/trustee-information-pack/>

4. Review of the previous year

Chair of Trustees Annual Report

Keith Thompson, Chair

I joined the Group at the beginning of the year as Chair of the Trustees. Our current Trustee Board consists of myself, Rob Locke, Anne Bishop, Yvonne Taylor, Rebecca Hughes, and Jo Gregory. Previously, Jo served as our sole Group Scout Leader; however, this year Rob Locke is joining her to share leadership responsibilities. Jo will focus on people management, recruitment, and addressing any issues related to day-to-day activities, while Rob will take the lead in Trustee duties. Additionally, Rob is transitioning in his leadership role from Beavers to Scouts.

We also experienced a couple of changes with Neil Bishop and Katherine Horne stepping down as Trustees. We sincerely thank them both for their valuable support and continued dedication to Scouting.

As always, we are keen to speak to anyone who feels that they might want to get involved with the Group, either at regular Leader level, irregular support for camps and other activities or as Trustees. We will all be around after the AGM if you would like to speak to us about what's involved in any of those roles, or you can visit our website at <https://www.holmeschapelscoutgroup.co.uk/> where we have posted some initial information.

The role of Trustee Treasurer is currently vacant, specific information is available on the website, or please do speak to one of the other Trustees.

Anyone who lives in the village and attends any of the many events held, such as the Remembrance parade, village fairs or markets, will have seen our Scouts working hard to raise money to support our activities. We currently have an energetic 180 Scouts ranging from 4-year old Squirrels through Beavers, Cubs, and Scouts who transition at 15 into Explorers. Our aim is to inspire a lifelong passion for the outdoors, teamwork, and a strong community spirit. Many of our Scouts have earned Duke of Edinburgh Awards, participated in the Cheshire Hike, and obtained badges for hundreds of nights spent camping and a wide variety of skills based challenges. Next year, some will attend the prestigious Kandersteg International Scout Centre in Switzerland.

We cannot offer these experiences and opportunities to your children without your help and support.

Probably our greatest asset is our HQ building. As well as the Scouts, we also welcome a number of groups and events that help us to fund the upkeep and security. U3A, our longest standing supporters, give their time to manage our bookings, for which we are extremely grateful. We have over the past year invested in technology for both the bookings and also to help secure the building. New LED lighting has been installed in one area, which we hope to extend, as well as a review of our heating system and the construction of a new tomahawk range. We intend, this year, to explore further improvements that we hope will reduce the ever increasing utilities charges and also encourage more groups and individuals to use the hall for their gatherings.

The latter half of the year is always very busy for our group supporting the Christmas markets with stalls and activities and Santa's Sleigh which visits the village over multiple nights to collect donations. . Our Leaders dedicate a tremendous amount of effort to organise these events, and we would love to welcome more parents and community members to join us in supporting them. If you have a couple of hours to spare, we would be delighted to have a chat and see how you can get involved to help make each year bigger and better than the last.

Looking ahead to 2026, we will be celebrating the centenary of Scouting in Holmes Chapel. We want to make it memorable for our Scouts, our supporters, and the village. If anyone has any memorabilia, photographs, or family members who may have something interesting stashed away from their time in the 1st Holmes Chapel group, we would love to begin collecting these memories, hopefully to inspire the next generation of young people to join one of the few remaining youth-led, activity based organisations.

As a final reminder, anyone interested in joining us as a volunteer, regular, irregular or as a Trustee, please do let us know.

Thank you from us all.

Keith Thompson

Chair of Trustees, 1st Holmes Chapel Scout Group

Treasurer's Annual Report

Keith Thompson offered the Treasurer's report on behalf of Rebecca Hughes, Treasurer.

2024-2025 has been a settled financial year. We have been able to run a number of extremely well received camps and activities, but also invest for the future in training, equipment and our building.

We have been successful in being awarded a number of grants, for example from our Police & Crime Commissioner's fund, Cheshire East Council and from Tesco. These have allowed us to purchase a fantastic new Gazebo, which you will see at our camps and also when we run barbeques and other events, plus a number of tents and our popular new tomahawk range.

In addition, we have invested in our building, with additional security features and further steps on our journey to lower utility bills with new power management and LED lighting in one area, which we hope to expand.

Whilst rental income was slightly down, with the introduction of our second Squirrel section and extremely high retention of our scouts of all ages, our subscription income was up. However, as you will see in the accounts overview, a large proportion of the income we receive from our Scouts is

then sent on to District in the form of Capitation, which is their charge per scout. This is set by the central Scouting organisation and has increased dramatically over the past few years and we expect it to increase again this year. Add to this the seemingly unending rise of utility bills and we can clearly see why our efforts to raise money from events and grants is so important.

Gift Aid, the extra 25p that HMRC gives us from every £1 raised, is really important for us. If you do give and are able to allow us to claim Gift Aid (it doesn't cost you any extra), then we can help you to sign-up.

The position of Treasurer is now vacant. If you can spare time to help us to manage our finances, please let us know, or go to our website for further details about becoming a Trustee Treasurer.

Thank you all for your continued support.

Keith Thompson, on behalf of Rebecca Hughes

Treasurer, 1st Holmes Chapel Scout Group

Group Scout Leader's Review

Jo Gregory

Scouting is all about giving our young members skills for life. We try to do this in a fun and engaging way that excites our young people and keeps them engaged from Squirrels through to Explorers.

We are privileged to be able to report the success of our additional Squirrel dray, which has allowed us to make a small in-road into our waiting list. Rob Locke and Alex Bond then confirmed we have just under 180 scouts enrolled with almost the same number waiting to join.

Jo explained that, whilst we would love to enrol all young people, we simply do not have the leader resources to make this a safe and reasonable prospect. With that in mind, Jo asked that anyone who is interested in being a leader, or a helper just for a day or for a specific activity, make themselves known.

Jo, who has over 30-years involvement with Scouting, explained the importance, to the young people we support, of scouting achievements. Specifically highlighting the availability of the King's Scout Award and the Duke of Edinburgh scheme, Jo encouraged parents to try and maintain the momentum for their children, even as other pressures from exams and social lives increase, as the benefit of a scouting 'qualification' on their CV or further education application should not be underestimated.

Finally, Jo thanked all of the volunteers that make our Group's ongoing success possible and encouraged everyone present to join us at our events as we move into the centenary year of scouting in Holmes Chapel.

5. Adoption of Reports

Keith Thompson offered the above reports, including the review of Accounts, for the approval of the AGM attendees.

6. Presentations

A slide show was played to the AGM attendees to demonstrate the various activities the 1st Holmes Chapel Scout Group had been involved with.

Jo Gregory announced that we had two presentations to make this year, both for outstanding contributions to Scouting. Neil Bishop was given an award for 25-years' service to Scouting and Stephen Bush for 10 years as a Leader.

7. Closing remarks

Keith Thompson closed the meeting with a final thank you to all those who attended and all that have made the past year such a success. Attendees were then invited to join the group for drinks and sausages.

1st Holmes Chapel Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1-Apr-24	To	31-Mar-25
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Receipts and payments

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £	
Receipts			
Donations, legacies and similar income			
Membership subscriptions	20,601	15,560	
Less: Membership subscriptions paid on (National/County/Area/District)	(10,285)	(7,794)	
Net membership subscriptions retained	10,316	7,767	
Donations	10,975	1,101	
Legacies	0	0	
Gift Aid	0	1,868	
Other similar income	0	0	
Sub total	21,290	10,735	
Grants			
Maintenance grant	0	0	
Other grants	0	0	
Sub total	0	0	
Fundraising (gross)			
Group Fundraising	15,408	2,835	
Contributions to activities & camps	27,558	12,152	
Other fundraising activities	0	0	
Sub total	42,966	14,987	
Investment income			
Bank interest	1,322	1,148	
Building Society interest	0	0	
The Scout Association Short Term Investment Service	0	0	
Property Rent income	15,201	15,332	
Other investment income	0	0	
Sub total	16,524	16,480	
Total Gross Income	80,780	42,202	
Asset and investment sales, etc.	0	0	
Total receipts	80,780	42,202	

1st Holmes Chapel Scout Group Receipts and Payments Account

Year start date

Year end date

For the year from	1-Apr-24	To	31-Mar-25
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Receipts and payments

	2024/25 Unrestricted funds £	2023/24 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities inc Camps	28,167	14,828
Badges & Uniforms	3,495	1,963
Equipment, Climbing Wall & Shooting range running Expenses	7,572	700
Vehicle running expenses	1,416	2,365
HQ Expenses - Premises		
Utilities (Elec / Gas / Water)	8,384	7,408
Venue Maintenance	16,044	7,954
Insurance	4,198	2,167
Repairs & renewals - equipment	0	735
AGM and trustee expenses	80	80
Admin & Operating Expenses	408	528
Training costs	484	0
Bank charges - Go cardless	1,468	999
Refunds	(740)	0
Sub total	70,974	39,798
Fundraising expenses		
Group Fundraising	0	0
Detail 2	0	0
Detail 3	0	0
Other fundraising costs	5,006	688
Sub total	5,006	688
Total Gross Expenditure	75,980	40,486
Asset and investment purchases, etc.	0	0
Movement in Debtors & Creditors	0	(2,288)
Total payments	75,980	38,198
Net of receipts/(payments)	4,800	4,004
Cash funds last year end	78,002	73,998
Cash funds this year end	82,802	78,002

Statement of assets and liabilities at the end of the year

	1-Apr-24	31-Mar-25
	Unrestricted funds £	Unrestricted funds £
Cash funds		
Bank current account	9,987	9,867
Bank deposit account	69,090	67,768
Bank Savings account - International Events	540	0
The Scout Association Short Term Investment Service	0	0
Cash/Floats	369	368
Total cash funds	79,986	78,002
Other monetary assets		
Gift Aid Tax claim	0	1,700
Gift Aid Tax claim - prior years	0	0
Debts due from the County/Area/District/Group	0	0
Trade Debtors & Go Cardless monies	0	471
Sub total	0	2,171
Investment assets		
Investment property - detail	0	0
Quoted investments	0	0
Other investments - detail	0	0
Sub total	0	0
Non monetary assets for charity's own use		
Badge stock - n/a	0	0
Shop stock - n/a	0	0
Other stock - n/a	0	0
Land and buildings - acquired by donation (valuation for insurance)	425,764	425,764
Motor vehicle 1 second hand minibus & Van	18,100	18,100
Scouting equipment, furniture etc - value for insurance	40,818	40,818
Other WIFI system at HQ & new front door	5,687	5,687
Sub total	490,369	490,369
Liabilities		
Accounts not yet paid	2,649	3,598
Expenses incurred but not invoiced	0	0
Subscriptions not yet paid	0	0
Other liabilities	0	0
Sub total	2,649	3,598

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 24th September 2025 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

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Print Name

Rebecca Hughes
Treasurer

Independent examiner's report to the trustees of 1st Holmes Chapel Scout Group.
(Charity Number 506093)

I report to the trustees on my examination of the accounts of the 1st Holmes Chapel Scout Group for the year ended 31st March 2025.

Responsibilities and basis of report

As the charity trustees of the 1st Holmes Chapel Scout Group 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 1st Holmes Chapel Scout Group 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.

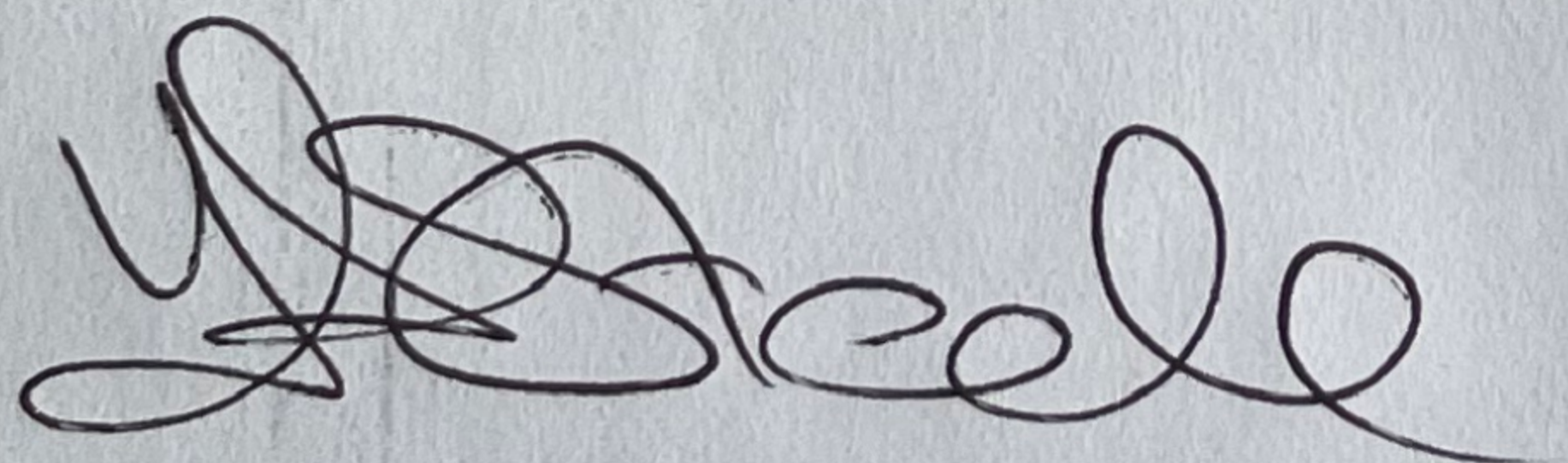
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the 1st Holmes Chapel Scout Group as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed:

 12/1/2026

Name: Judith Anne Steele ACMA, GCMA

Relevant professional qualification or membership of professional bodies (if any):
Chartered Institute of Management Accountants.

Address: 69 Rees Crescent, Holmes Chapel, Cheshire, CW4 7NL