



## 1<sup>st</sup> Malvern Wells Scouts - Annual General Meeting

Tuesday 19th September 2023

**Location:** 1st Malvern Wells Scout Hut, Assarts Lane, Malvern Wells

**Time:** 7.30pm

### Agenda

1. **Welcome and Introductions**
2. **Summary of accounts**
3. **Scouts, Explorers and Cubs report**
4. **Volunteers and nominations for Trustee Board (fka Exec committee); elect members**
  - a. **Nomination for Chair by GSL**
  - b. **Secretary**
  - c. **Treasurer**
  - d. **Other members of the Trustee Board**
5. **To agree quorum for each of:**
  - a. **Meetings of the Group Scout Council (per attached resolution)**
  - b. **Meetings of the Trustee Board (per attached resolution)**
  - c. **Meetings of any sub-committees or Support Teams (per attached resolution)**
6. **To adopt the constitution for the Group**
7. **Close, followed by awards ceremony**

### Trustees' annual report 2022-2023

#### Agenda Item 2

##### **1st Malvern Wells Cubs and Scouts**

##### **Treasurer's report for financial year ending March 31st 2023**

The total bank balance on 31st March 2023 was £29,543. This total included £6,346 of Jamborette funds yet to be spent; around £2,019 of which was being held on behalf of the Phoenix Explorer Scout Unit.

Taking the Jamborette funds out of the equation, the group had a total income of £12,971 and expenses of £11,481, leaving an excess over the year of around £1,489. The group was successful in covering its normal running costs from regular income. Likewise the camps and events were adequately funded by the members who attended them.

## **Reserves Policy**

The Group aims to hold reserves of around £8,000 to allow it to continue for 12 months in the event of a total loss income. Even removing the Jamborette funds, the bank balance is significantly higher than this level, meaning that the group is in a very secure position financially. This excess is almost entirely due to some large Covid-19 grants we received in the year 2020-21.

## **Agenda Item 3**

### **1 st Malvern Wells Scouts - Troop report 2023**

We currently have 20 Scouts and 4 leaders.

We awarded four Chief Scouts Gold awards this year. Congratulations to Alfie, Zac, Charlotte and Matthew.

Summer camp 2022 was near Brecon in Wales and included hillwalking, gorge walking, air rifle shooting and laser tag games.

Scouts entered the County Operation Bald Eagle night hike and the District Operation Muddy Fox (which we won), went to Alton Towers, did an expedition staying at the log cabin in Kinver and held summer camp in a weekend at Ludlow, including the ever popular escape from Colditz challenge.

The Patrol leaders most common request was for food based activities so lots of cooking was done on Scout evenings as well as Navigation and First aid training.

## **Phoenix Explorers**

There are currently 23 Explorers and 4 leaders.

With a big contingent of Scout due to join us we are expecting to reach 24 next year.

We awarded one Diamond award this year and 1 Kings Scout!

Main activities / Events

In July 2022 we went to Swansea for a camp that included Coasteering, surfing and walking the Wales coastal path.

Last year's main events included a weekend on a narrow boat, the Trek competition, Go-Karting and Laser Quest. We did a weekend of Hiking in the Cotswolds which featured an in-person version of "Among-Us" with Imposter Explorers sometimes crashing the Cranham starship. Lots of evening activities included cooking as well as hikes and challenges.

Both Explorers and Scouts went to the 12 day long international Jamborette in Holland which Explorers will present on after the AGM.

## **Cub Report 2023**

Did you hear that Cubs may have been closing before the summer holidays? Well, it was a close thing. However, I have been approached by a couple of parents who are happy to join the team, to be involved in lots of activities and to share the responsibilities of running a Cub Pack. So, a big

welcome to Anna and Morgana and not forgetting Tristan. I have agreed to stay for another year an easy handover and for younger blood to run the pack.

Anyway, since the last AGM we have had 2 camps. One as a joint camp with 1st Malvern Link cubs, we went to Aztec adventure and water centre – the high light being the giant inflatable assault course. All the Cubs got on really very well, we had great weather, no tears or upsets mainly because we were too busy :-D

We also attended Shirejam which is a huge event at the Three Counties show ground. Well, if the Cubs thought they were tired after the water activity weekend they were exhausted after this camp. We had parents very kindly bringing cooked/prepared meals at meeting us at strategic locations around the site. We attended the party nights with loud music and lots of bright disco lights. All the zones were busy but with lots of activities to try out new skills. Camping amongst 4000 other people is quite an experience. Strangely on the second night at bedtime the campsite became quieter much earlier than the first night and the young people didn't wake up at 5am either – great way to start the day!

Our next camp will be a winter camp with the dates not yet confirmed and then looking forward into 2024.

My mission for next year is to run a hammock camp during April/Easter time. It is my personal favourite style and since buying the hammocks we've had storms that cancelled the hammock camp and then covid, so fingers crossed for that in spring next year.

Apart from our weekly activities we have attended Remembrance parade in Malvern Wells and St George's parade at Colwall, District quiz 'n'chips event and District swimming gala. At Christmas we had a Christmas bowling party. It has been nice being able to attend parades and start to mix with other groups attend joint camps, it's nice for the Cubs to see their friends in other Cub packs and share experiences.

Currently we have 9 Cubs which is a nice size to start the new term with especially as we have new Leaders coming in, I don't want to scare them off!! I am starting to get enquiries for new Cubs to join us and so the journey continues. If you know anyone with Cub age children, please send them this way. We are looking at growing the pack again.

I am really proud of the 4 Cubs that have achieved their Chief Scout Silver award but also of the entire pack. They all turn up each week, attend camps and extra activities and they all have a go at each task and do their best. Basically, they all work and play together so very well.

Thank you.

### **Agenda Item 6**

#### **Type of governing document:**

The Group's governing documents are those of the Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

#### **How the charity is constituted:**

The Group is a trust established under its rules which are common to all Scouts.

### **Trustee selection methods:**

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

### **Charity principal address:**

1 Malvern Wells Scout HQ  
Assarts Lane  
Malvern Wells  
WR14 4JR  
Registered charity number – 510629

### **Names of the Trustees**

Jeremy Baxter	Group Section Leader - Explorer Scouts
Tim Harriss	Group Treasurer
Diane Davies	Group Secretary
Steve Atwell	Group Chair
Emma Rothero	Group Executive Committee Member

## **Chair's report – Year 2022 to 2023**

Thank you you to all Scouts, Explorers and Cubs and all the Leaders for your continued support over the last 12 months. The Group is lucky to have extraordinary leaders and supporters who dedicate their time and energy to ensure that activities are planned, kit is in good shape and there is enough money in the bank for a rainy day - you will hear more in their reports. The Board also renewed the lease on the Hut for another 30 years.

The groups have been really lucky this year to enjoy trips to Holland for the Jamborette, Alton Towers, Shirejam, on canal boats and many more besides. A tremendous amount of fundraising has been undertaken this last year to support all the activity - thanks all for your time and efforts there without which many of the larger trips could not have happened.

We are grateful to have fully subscribed groups at all levels, and I look forward to celebrating some of their achievements tonight in our awards section, as well as each section's highlights from the last year and the exciting plans they have.

Naturally we always welcome parent volunteers for all sorts of tasks from maintenance to fundraising and generally helping out with Scout activities. In particular we ask that more parents from cubs and scouts join the trustee board to have a say in how the group is run and how our funds are spent. This is not a time-consuming activity, so please have a think about how you could help out and volunteer this evening, or speak to any of the leaders or the board.

## **Annual General Meeting 2023**

## **Resolutions**

## **To re-adopt the constitution for the Group**

The 1st Malvern Wells Group Scout Council resolve to adopt the standard Group Constitution found in The Scout Association's Policy, Organisation and Rules (POR) with immediate effect. This resolution takes precedence over any previous constitution.

## **To agree the number of members that may be elected to the Trustee Board**

The number of elected members shall be up to and including 6 persons.

## **To agree quorum for each of:**

### **a. Meetings of the Group Scout Council**

The quorum for future meetings of the 1st Malvern Wells Group Scout Council shall be 8 members of the Group Scout Council which must include either the Group Chair or the Group Scout Leader.

### **b. Meetings of the Trustee Board**

The quorum for meetings of the 1st Malvern Wells Group Trustee Board shall be half the normal Trustee Board members (i.e. ex-officio, elected, nominated and co-opted) which must include either the Group Chair or the Group Scout Leader.

### **c. Meetings of any sub-committees (or Support Teams)**

The quorum for all sub-committee (or Support Team) meetings shall be half the sub-committee / Support Team members which must include at least one of the sub-committee chair / Support Team Leader, Group Chair or the Group Scout Leader.

**The trustees declare that they have approved the trustees' report above**

**Signed on behalf of the charity's trustees**

**Signature(s)**



Diane K. Davies 20/09/23



Jeremy Baxter 20/09/2023



Tim Harriss 20/09/2023

Full name(s)

Date

1st Malvern Wells Scout Group  
Financial year ending 31st March 2023  
Income & Expenditure

	Income	Expenditure	Income/Expenditure	Previous years for comparison				
				2021-22	2020-21	2019-20	2018-19	2017-18
Membership Subscriptions	4,664.00	-177.66 (payment fees)	4,486.34	5,136.12	1,595.51	6,359.09	5,176.72	2,901.04
Less subscriptions paid on to District	-1,768.00	-	-1,768.00	-2,323.00	-2,302.50	-2,218.50	-2,070.25	-1,001.00
	<u>2,896.00</u>	<u>-177.66</u>	<u>2,718.34</u>					
Income - Donations	120.00	-	120.00	140.00	159.00	96.00	320.00	20.00
Income - Explorers Contribution	1,232.00	-	1,232.00	924.00	-	1,188.00	1,430.00	1,492.00
Income - Fundraising	-	-	-	-	86.25	-	-	26.77
Income - Gift Aid	1,211.28	-	1,211.28	393.23	1,366.50	1,031.80	1,234.39	-
Income - Grants	-	-	-	-	20,531.79	-	-	-
Expense - Energy	-	-249.00	-249.00	-225.12	-283.96	-316.33	-303.21	-284.47
Expense - Equipment	-	-1,025.17	-1,025.17	-2,251.72	-509.22	-1,238.49	-925.79	-682.20
Expense - Fire Extinguisher Service	-	-308.45	-308.45	-63.00	-58.97	-133.14	-57.60	-189.67
Expense - Grass Cutting	-	-	-	-91.86	-17.43	-105.67	-7.36	-96.60
Expense - Insurance	-	-1,231.84	-1,231.84	-1,105.84	-849.59	-877.20	-810.44	-1,060.04
Expense - Kitchen Refurbishment	-	-	-	-896.80	-2,294.60	-	-	-
Expense - Maintenance	-	-36.98	-36.98	-11.96	-1,752.46	-1,035.72	-99.86	-100.93
Expense - Misc	-	-108.69	-108.69	-63.49	-60.00	-40.47	-1.69	-51.07
Expense - Online Youth Manager	-	-19.00	-19.00	-37.59	-26.25	-38.00	-38.85	-42.77
Expense - Rent	-	-	-	-	-	-	-	-
Expense - Training	-	-	-	-	-54.13	-	-	-
Expense - Water	-	-174.81	-174.81	-146.89	-43.71	-105.82	-87.57	-89.75
Expense - Cubs Uniform & Badges	-	-93.82	-93.82	-232.05	-337.15	-40.91	-392.83	-248.84 Total with Scouts
Expense - Cubs Weekly Activities	-	-79.70	-79.70	-77.79	-	-371.72	-77.48	-411.88 Total with Scouts
Expense - Scouts Uniform & Badges	72.00	-411.40	-339.40	-326.89	-54.13	-353.41	-422.94	- Included above
Expense - Scouts Weekly Activities	-	-286.10	-286.10	-297.33	-217.63	-183.39	-242.39	- Included above
	<u>2,635.28</u>	<u>-4,024.96</u>	<u>-1,389.68</u>					
Cub camps and events								
Christmas Bowling	66.00	-135.96	-69.96	Final balance of -69.96.				
Shirejam 2023	500.00	-116.20	383.80	383.80 net carried forward to next year.				
Summer Camp 2022	1,000.00	-1,170.79	-170.79	Final balance of -170.79.				
The Buzz	120.00	-246.35	-126.35	Final balance of -126.35.				
	<u>1,686.00</u>	<u>-1,669.30</u>	<u>16.70</u>	-76.45	-160.00	-612.69	762.21	60.27
Scout camps and events								
Alton Towers	442.82	-485.09	-42.27	Final balance of -42.27.				
Aqua Park	487.30	-470.35	16.95	Final balance of 16.95.				
Axolotls+PLs Camp	182.00	-140.29	41.71	Final balance of 26.71. -15.00 net bought forward from last year.				
Canal Boat Camp 2022	525.00	-415.21	109.79	Final balance of 117.89. 8.10 net bought forward from last year.				
Kinver Expedition 2023	345.70	-326.14	19.56	19.56 net carried forward to next year.				
Mega Grand Prix Go Karting	7.13	-7.02	0.11	Final balance of 0.11.				
Murder on the Hogwarts Express	93.50	-99.70	-6.20	Final balance of 18.00. 24.20 net bought forward from last year.				
Operation Bald Eagle 2022	425.00	-458.48	-33.48	Final balance of -33.48.				
Safari Camp 2022	-142.50	1.51	-140.99	Final balance of -140.99.				
Shirehike 2023	-	-42.64	-42.64	Final balance of -42.64.				
Summer Camp 2022	2,820.00	-2,998.89	-178.89	Final balance of -130.47. 48.42 net bought forward from last year.				
The Buzz	127.50	-132.80	-5.30	Final balance of -5.30.				
The Trek	0.48	-0.48	-	-				
Three Counties Show 2022	19.50	-19.62	-0.12	Final balance of -0.12.				
Weekend Summer Camp 2023	420.00	-14.70	405.30	405.30 net carried forward to next year.				
	<u>5,753.43</u>	<u>-5,609.90</u>	<u>143.53</u>	-954.71	-189.00	-108.65	599.34	766.76
Jamboree 2023								
Barn dance	-	-44.96	-44.96	-44.96 net carried forward to next year.				
Cake stall	342.97	-6.24	336.73	336.73 net carried forward to next year.				
Dutch Dash	1,338.52	-40.39	1,298.13	1,298.13 net carried forward to next year.				
Pet Investitures	259.37	-7.56	251.81	251.81 net carried forward to next year.				
Quiz Night	294.88	-19.83	275.05	275.05 net carried forward to next year.				
Raffle	942.20	-81.40	860.80	860.80 net carried forward to next year.				
Tomboia	50.00	-	50.00	50.00 net carried forward to next year.				
Walk the Malverns	2,164.50	-67.72	2,096.78	2,096.78 net carried forward to next year.				
Other Fundraising	2,251.09	-0.69	2,250.40	2,250.40 net carried forward to next year.				
Parent payments	8,692.42	-105.92	8,586.50	1,937.00 net bought forward from last year. 10,523.50 net carried forward to next year.				
Costs (travel, site, kit)	-	-10,567.63	-10,567.63	-984.76 net bought forward from last year. -11,552.39 net carried forward to next year.				
Contingency fund	-	-	-	673.47 net bought forward from last year. 673.47 net carried forward to next year.				
	<u>16,335.95</u>	<u>-10,942.34</u>	<u>5,393.61</u>	952.24	-	-2,995.15	3,219.15	1,170.50 -721.03
<b>Totals</b>	<b>29,306.66</b>	<b>-22,424.16</b>	<b>6,882.50</b>	<b>-1,636.90</b>	<b>14,528.32</b>	<b>-2,100.37</b>	<b>7,203.56</b>	<b>2,178.12</b>
				2021-22	2020-21	2019-20	2018-19	2017-18
				Previous years for comparison				

**1st Malvern Wells Scout Group**  
**Financial year ending 31st March 2023**  
**Statement of assets and liabilities at the end of the year**

<b>Assets</b>		
<b>Cash funds</b>		
Main bank account	23,172.61	
Jamborette bank account	4,326.72	Scouts' share of the Jamborette account balance based on 15 Scouts and 7 Explorers attending
Petty cash	24.80	
<b>Other monetary assets</b>		
Tax claim	1,166.00	Estimated Gift Aid claim on subscriptions and donations.
Subscriptions not yet collected	-	Outstanding member subscriptions.
Unpaid invoices	-	
Paid for future events	-	Payments made for future events, for which we haven't yet received payment from members.
<b>Non monetary assets</b>		
Land and buildings	107,488.00	Insured value
Scouting equipment	13,800.00	Insured value
<b>Total Assets</b>	<b>149,978.13</b>	
<b>Liabilities</b>		
Subscriptions not yet paid	-	Outstanding subscriptions owed to District.
Refunds owed to parents	-	
Unpaid invoices	-	
Money received for future events	5,135.38	Payments received from members which has yet to be spent on the activity.
<b>Total Liabilities</b>	<b>5,135.38</b>	

**1st Malvern Wells Scout Group and Phoenix ESU**  
**Financial year ending 31st March 2023**  
**Statement of assets and liabilities at the end of the year**

Jamborette bank account - which holds the balance of funds collected from both 1<sup>st</sup> Malvern Wells Scout Group and Phoenix Explorer Scout Unit

<b>Assets</b>		
Jamborette bank account	6,345.85	
apportioned to Phoenix ESU		2,019.13 Share based on 7 Explorers attending
apportioned to Scout Group		4,326.72 Share based on 15 Scouts attending
<b>Liabilities</b>		
Money received for future events	6,345.85	Payments received from members which has yet to be spent on the activity.
apportioned to Phoenix ESU		2,019.13 Share based on 7 Explorers attending
apportioned to Scout Group		4,326.72 Share based on 15 Scouts attending

**1st Malvern Wells Scout Group**  
**Financial year ending 31st March 2023**  
**Bank Reconciliation**

	Lloyds	Cash	Jamborette	Total	Check against summary sheet
B/f	21,732.56	72.80	855.40	22,660.76	
Receipts	38,792.22	1,214.10	16,248.19	56,254.51	
Payments	-37,352.17	-1,262.10	-10,757.74	-49,372.01	
	1,440.05	-48.00	5,490.45	6,882.50	<input type="text" value="0.00"/> +
	<b>23,172.61</b>	<b>24.80</b>	<b>6,345.85</b>	<b>29,543.26</b>	
Balance per statement March 31 <sup>st</sup>	23,172.61	24.80	6,345.85	29,543.26	
Receipts not yet cleared	-	-	-	-	
Payments not yet cleared	-	-	-	-	
	<b>23,172.61</b>	<b>24.80</b>	<b>6,345.85</b>	<b>29,543.26</b>	
Difference	<input type="text" value="-"/> +	<input type="text" value="-"/> +	<input type="text" value="-"/> +	<input type="text" value="-"/> +	

**1st Malvern Wells Scout Group**  
**Financial year ending 31st March 2023**  
**Account Overview**

Main bank account and cash box (excludes Jamborette account)

**Income**

Membership Subscriptions	4,664.00	Before deduction of OSM payment fees
Less subscriptions paid on to District	-1,768.00	
Gift Aid	1,211.28	
Explorers Contribution	1,232.00	For use of the hut and equipment
Grants/Donations	120.00	
Uniform	72.00	
Fundraising	-	
Activities and camps	7,439.43	
<b>Total income</b>	<u>12,970.71</u>	-

**Expenditure**

General running costs	-1,783.34	Bills, insurance, maintenance
HQ maintenance	-345.43	
Equipment	-1,025.17	
Uniform	-505.22	
Activities and camps	-7,645.00	Including card and direct-debit payment fees
Payment fees on sub	-177.66	Card and direct-debit payment fees
<b>Total expenditure</b>	<u>-11,481.82</u>	-

**Net income/expenditure**

**1,488.89** -

**1st Malvern Wells Scout Group**  
**Financial year ending 31st March 2023**  
**Account Overview**

Jamborette bank account - which holds the balance of funds collected from both 1<sup>st</sup> Malvern Wells Scout Group and Phoenix Explorer Scout Unit

**Income**

Fundraising	7,643.53	
Member payments	8,692.42	
<b>Total income</b>	<u>16,335.95</u>	-

**Expenditure**

Fundraising costs	-268.79	
Member payments charges	-105.92	
Travel and camp costs	-10,567.63	
<b>Total expenditure</b>	<u>-10,942.34</u>	-

**Net income/expenditure** 5,393.61 -

**1st Malvern Wells Scout Group**  
**Financial year ending 31st March 2023**  
**Overview of online payment processing fees**  
(includes Jamborette)

<b>Payment processor</b>	<b>Gross payments received</b>	<b>Fees</b>	<b>Fee rate</b>
OSM & GoCardless	15,630.25	-535.59	3.43%
Donr	2.00	-0.10	5.00%
JustGiving	2,174.00	-68.13	3.13%
Stripe	-	-6.77 -	
Sumup	70.00	-1.21	1.73%
<b>Total</b>	<b>17,876.25</b>	<b>-611.80</b>	<b>3.42%</b>

## Independent examiner's report to the trustees of 1st Malvern Wells Scout Council

I report to the trustees on my examination of the accounts of the **1st Malvern Wells Scout Group** for the year ended **31st March 2023**.

### Responsibilities and basis of report

As the charity trustees of the **1st Malvern Wells 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 Malvern Wells 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 Malvern Wells Scout Group** as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Name:

LISA NICOLE HOYLE

Relevant professional qualification or membership of professional bodies (if any):

Address:

16 HORNTOLD AVENUE, MALVERN WR14 1QJ.

Date:

11/09/23