



Annual General Meeting

2nd Maryport Scout Group (Charity Number 520609)

Wednesday 17th September 2025 7.00pm,

All Souls Church, Netherton, Maryport

Meeting Minutes

Welcome to the Meeting given by Interim Chair, Alex Jenkins

Condolences were expressed for the loss of Peter by Mike Robertson and a moment of reflection was observed.

Alex explained that he would chair the meeting whilst the permanent Chairman is being formally appointed.

1. Apologies

David Porthouse, Graeme Porthouse, Ralph Henderson, Anne Gallop, Jenny Metson, Rachel Routlege

2. Minutes of the Previous AGM (Year 2023-2024)

The minutes of the previous AGM held were agreed in full.

Proposed by: Dale Bromley

Seconded by: Maurice Tate

Approved by all in attendance

3. To approve the adoption of the Model Constitution for

Scout Group as set out in Scout Association Policy, Organisation and Rules.

**This has to be agreed. If we do not, then we cease to have membership.*

Mike explained the purpose and background of the Model Constitution and where to find it.

Proposed by: Dale Bromley

Seconded by: Ewan Chambers

Approved by all in attendance.

4 **To note the dates of the Group Financial Year**

1st April 2024 to 31st March 2025 -Maurice confirmed accounts completed and sent off.

Maurice confirmed the dates for the next financial year will run 1st April 2025 to 31st March 2026

5 **To approve the membership of the Group Scout Council. (as per POR)**

This has to be agreed. If we do not we cease to have membership.

The Council consists of:

- All Leaders and adults in Group
- All parents of members
- Patrons & supporters

Mike explained the background and purpose, as well as noting that in essence anyone is welcome to attend the AGM.

6 **To review the Group Report on the activities and progress of the previous year.**

Mike Robertson, Group Lead Volunteer, delivered the following report:

It is with mixed feelings that I present my report this year. The death of Peter our Board Chairman has cast a huge shadow over the year.

His enthusiasm and experience of grants and project management arrived at just the right time for us when a huge amount of Government money was made available to youth organisations in left behind areas. He grasped the opportunity and together we put in a successful bid. His negotiating skills and knowledge of this work speeded us through a maze of procedures to a grant just short of a million pounds. However before the project got really underway he was diagnosed with prostate cancer but he stuck at it even attending meetings in his wheelchair until he became bed bound. Sadly he has not lived to see the final result.

The work on Scott House continues and I will report on that as a separate issue later in the agenda.

As you know we continued to operate in Netherton Parish Church Hall and our Group continued to flourish. In the months before Christmas 2024 we passed the 100 young people for a short period. The usual drop in number after Christmas meant we had 88 declared on the census figures. (Figures were over 90 but newcomers who had not qualified as a member are not included in the census). All our sections except Explorers now have waiting lists for membership.

Our leadership team has been outstanding this year. Despite the limitations of available equipment they put on a quality programme and kept our Squirrels, Beavers, Cubs, Scouts and Explorers coming back for more. We have had two of our Explorers take up leadership Roles in the year and the year closed with a Leaders training weekend at Ennerdale Camp site where there was an exchange of skills, programme ideas and importantly team building.

As a result their efforts has been a record number of badges awarded. Our young people are being recognised for County roles. Tilly O'Neill represented the County at the Scouts National Youth Forum. She and Kathryn Jenkins have been selected for the County Contingent for a trip to a Scout Camp in Sweden next year and one of our Scout Section Leadership Team Ewan Chambers, has been selected as on of the Contingent Leadership Team.

When Kat and Ewan return their work towards the Kings Scout Award should be complete.

All our young people had opportunities for nights away throughout the year and our work was drawn to a conclusion by a Group Camp at Ennerdale County Campsite more than 60 of us were there under canvas, in the bunkhouse or a full day visit. All kinds of activities were available Scouting or just enjoyment.

Some of our former Scouts who are members of Scout Network attended. Four in total. That is the first time this has happened and it was really great to see.

On the Saturday night at the Camp Fire I was able to present Lou Hayton with a bar to his Silver Acorn medal for exceptional commitment to Scouts for over 40 year. The Camp Fire was a mix of traditional Scouting Songs and Karaoke adding a more modern twist. All who took part could be recognised by the number of bites from the very hungry population of midges in Ennerdale who seemed immune to the camp fire smoke.

A big thank you over the year to Diane Robertson our Beaver Leader. She has raised £15,000 to help equip our new HQ with furnishings, WIFI computers and IT equipment and picnic tables outdoors. The money has covered new tents, emergency equipment for hiking, archery equipment and axe throwing.

To enable all these achievements our leadership team has every reason to be proud of its work. A huge amount of planning goes into all this. It is not simply a couple of hours a week. Our successes are down to the commitment by our volunteers and the support of their families. The young people of Maryport are well served by their efforts. When our Treasurer reports on his finances he will tell you how much we

spent on Badges gained by our members - this figure will underscore their work every bit as much as the numbers who keep coming and enjoying their experience week after week.

Baden Powell said that Scouts will have a great time if you send them home tired! Our Leaders, who are all volunteers, almost certainly go home tired too!

Alex commended Mike and Diane for all of their hard work and in particular for their efforts in relation to the renovation works. Thanks were expressed for securing the future of the group.

7 Treasurers Report

Maurice delivered a financial overview in line with the annual balance sheet (see Annex 1 below).

Colin queried the cost of badges and whether there was a choice of supplier. The amount spent on badges for the year was confirmed at £1,412. Diane explained that the Scouts Association control them and they are sold via the Scout Shop. Diane routinely checks suppliers to make sure the best deal possible is used for purchasing them.

Mike also explained the subscription and capitation costs. These costs are set at a regional level and set by each county. The cost for the last year was £45,00. Confirmation of the costs are awaited but are expected to be in the region of £46 per person.

Diane queried the level of Gift Aid that had been claimed. Maurice explained a figure of approximately £2360 had been submitted but £2,000 was paid. Maurice is to explore the reason behind this and report back as there was a query about whether there was a maximum that could be claimed.

The report was approved by all in attendance.

8 To approve the number of members of the Group's Trustee Board set at a maximum of 12 Trustees in POR 5.3.

This has to be agreed. If we do not, we cease to have membership.

Proposer: Maurice Tate

Seconder: Ewan Chambers

Approved by all in attendance

9 **To approve the**

- (a) Trustee Board Chair (Ralph Henderson)
- (b) Treasurer (Maurice Tate)
- (c) Secretary (Claire McCallig)
- (d) Four members of the Scout Council as Trustees

Colin Bell, David Porthouse, Sharon Hullock, Alyx Murdock

- (e) Four Ex-Officio members (Section Leaders)

Jenny Metson, Diane Robertson, Kerry Chambers, Dale Bromley

- (f) To approve the youth members of the Trustees (non-voting due to age)

Milo Egan and Tilly O'Neil

Proposer: Kerry Humphries

Seconder: Hanah Pantling

Approved by all in attendance

10 **To appoint an auditor or independent examiner or scrutineer as required (Required by POR and Charity Commission)**

Jeremy Scott, Independent Scrutineer and/or auditor

Approved by all in attendance

11 **Any other business**

a) **Subscriptions and Capitation cost** -confirmed as already discussed and points noted at 6 above

b) **Awards:** Lou Hayton was awarded the Bar to Silver Acorn which was presented to him at camp in June and thanks were expressed for all of his efforts. Maurice Tate was presented with the Chief Scout award for 5 years service and thanks were expressed for his efforts as Treasurer.

c) **Online Scout Manager** -this will be used to collect subs fees and chase any non-payments. Subs are to be increased from £8 per month to £10 per month. Kerry queried the 'levels' and Mike explained that everything was set in place and should update when people move groups. The payments will be

taken as a direct debit rather than a standing order. This will save a significant amount of time in bank reconciliation which currently takes around 4hours per month in manual checking time. There is no firm date for launch but transition expected in January 2026. Mike requested that all Section Leaders check that everyone's records are up to date including an email address and telephone number as this will be used by Online Scout Manager. All attendance records and memberships must be updated ahead of the launch. Colin queried the cost, and this was confirmed as being 1.2% of the payment.

d) **Social Media:** Colin commended the efforts on Social Media. There has been a positive reaction to the posts recently and in particular the clean up efforts have been greatly appreciated. Mike confirmed that project had been completed in conjunction with Anna Todd (development worker)

e) **'Casual' uniform ideas:** Ewan shared some examples that he had found. Diane confirmed that our own group badge could be added but that would need some design work.

f) HQ renovation and extension update

Mike delivered an update noting as follows:

- Amount of Grant Total Capital Expenditure £818, 453 money for the building work and matters associated.
- Revenue Grant, for consultant fees, contract fees, contract administration legal feed and project management as well as youth development work.
- Initial Tenders were £1.5 million and £1.2 million.
- Acknowledge that it had been over specified and working with the lowest tender value engineered the specification to the amount of capital we had available which 5 Rise took on to provide us with the refurbishment work at a fixed price. They also agreed to use local labour where possible to retain some funding in the area.
- We left the building in April last year but work did not start until the end of July. Target finishing date Jan 31, 2025
- Target missed. Storms access difficulties
- New date March 31, 2025. This date was the YIF mandatory end date after which grant funding stopped.
- Along with many other projects the cut off date was extended to December .

- Management difficulties plagued the project and issues with the original plans. Been some big headaches.
- Some heavy discussions with the management structure resulted in promised finish by September now it looks like end of October.
- Delays are impacting on the Revenue grant by extended supervision by Contract administrators , storage, more time in alternative accommodation.
- Will we have enough funds fingers crossed for a yes but it is very tight.
- Will it be worth it definitely.
- We will have a bigger hall, a bigger mezzanine floor, a new modern kitchen, lots of storage, Male Female and Accessible toilets and a proper camp store. Drying facilities and of interest to parents - an entrance where you can stand inside and get out of the rain.
- It will be accessible, insulate from under floor, walls and roof. Solar panels will remain low cost led lighting, new furniture, fittings and crockery.
- Leader office space, new tables and chairs, picnic tables and a permanent BBQ.

Meeting closed: 8.30pm

ANNEX 1

Balance Sheet

2nd Maryport Scout Group. Registered Charity No 520609.
Scott House, George Street, Maryport.

Income and Expenditure statement for
Year Ending 31st March 2025

INCOME

Payments re Capitation.	£ 8264.50
Misc Donations	765044.99
Fundraising	542.00
Miscellaneous	2415.50

EXPENDITURE.

Insurance.	Pending.
Water.	395.80
Gas &	Pending.
Electricity.	
Repairs.**	542,853.01
Capitation.	4512.50
Miscellaneous	13,657.69

Sub Total:- £ 776,266.99

Sub Total :- £ 561,419.00

Bank Interest on Reserve A/c £ 419.80
Bank Interest on YIF A/c £ 1252.08

Balances brought forward @ 01/04/2024 Balances carried forward @ 31/03/2025

Current Account	872.20
Reserve Account	29,283.47
YIF Account	74.75

£30,230.42

£ 808,169.29

Current Account	209.96
Reserve Account	37,723.51
YIF Account	208,816.8

£246,750.29

£ 808,169.29

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Maurice Tate.


Treasurer.

** Repairs and Modifications.


Peter Routledge.

Chairman.


Jeremy Scott
CHARTERED MANAGEMENT
ACCOUNTANT

2nd Maryport Scout Group. Registered Charity No 520609.
Scott House, George Street, Maryport.

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Maurice Tate.


Treasurer.


Peter Routledge.

Chairman.

** Repairs and Modifications.


Jeremy Scott
CHARTERED MANAGEMENT
ACCOUNTANT

2nd Maryport Scout Group

Independent Examiners Report to the Trustees of 2nd Maryport Scout Group

I report on the accounts of the Trust for the year to 31 March 2025

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act

To follow the procedures laid down in the general directions given by the commission under section 145(5)(b) of the 2011 Act

To state whether particular matters have come to my attention

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Charity Commission. My examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have been met: or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jeremy Scott MSc ACMA
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