

STAMFORD AND BOURNE DISTRICT SCOUT COUNCIL
Annual General Meeting

12TH July 2023 7pm for 7.30pm
Wake House & on-line

MINUTES

1. Introduction and welcome



20230712 SBDSC
AGM Attendees.pdf

HN (Chair) thanked Wake House for the use of the facility as this year's venue.

Chair welcomed all guests present and online and with noted sadness whilst thinking about the Council's loss following the death of Greg Cejer RIP during the past year.

2. Apologies for absence



20230712 SBDSC
AGM Apologies.pdf

3. The Minutes of the Annual General Meeting held on 4 July 2022 were approved.



20220704 SBDSC
AGM Minutes.pdf

4. Governance topics

- a. Chair proposed that we adopt the model constitution from Chapter 5 of Policy, Organisation and Rules. A copy of this was available for review and inspection prior to this meeting.

Seconded: Chris Mayhew and a show of hands to approve.

- b. Members of the District Scout Council were asked to note that our charity's financial year is 1st April to 31st March,

- c. Chair advised that the District Scout Council must agree at its AGM the number of people that can be elected to the Trustee Board. The recommendation from the outgoing Trustee Board is that **4** people can be elected, Chair proposed that the District Scout Council approves that recommendation,

Seconded: Martin Siddle and a show of hands to approve.

- d. Chair advised that the District Scout Council must agree at its AGM the quorum – the minimum number of District Scout Council members that must be present at a meeting of the District Scout Council, The recommendation from the outgoing

Trustee Board is that the quorum be set at **15** persons. Chair proposed that the District Council approves that recommendation,

Secunder: Helen Whitfield and a show of hands to approve.

Chair advised that the District Scout Council must agree at its AGM the quorum for Trustee Board Meetings, and any sub-committee meetings. The Charity Commission statement of good practice is that the Trustee Board quorum should be set at one third of Trustee Board members plus one and that the sub-committee quorum should be set at one third of Trustee Board members plus one. The recommendation from the outgoing Trustee Board is that the quorum should be set at **4** persons. Chair proposed that the District Council approves that recommendation.

Secunder: Steve Canham and a show of hands to approve.

5. **Review of the previous year**

- a. The District Commissioner's review of Scouting in Stamford & Bourne District was presented.



**DC's Report to
Council 2023.pdf**

Chair thanked TW for his Review.

- b. The Annual Report of the District Trustee Board including the annual Statement of the Accounts was received and presented. Chair advised that the District Board has approved the Annual Report and Statement of Accounts and the report on the accounts has been received from the Independent Examiner.



**Annual report
2022-23.pdf**

A query was received from the floor regarding the absence of display of 'SASU Gang Show' in the Accounts. **Action:** Query to be passed on to the Treasurer for response.

Chair thanked NW for the Annual Accounts.

6. **Making appointments**

Chair advised that this part of the meeting sets the charity up to be well-led during the period until the next AGM. Particularly, the District Scout Council appoints a Trustee Board to ensure good governance for the charity over the next year.

- a. Chair noted that the appointments as District President and/ or Vice President are made by the District Scout Council.

Chair advised that **Miranda Rock** is proposed as President. A show of hands to approve.

- b. Chair noted that the District Scout Council can admit other persons to membership. Chair advised that we have not received any nomination to be members of the District Scout Council.

- c. To approve the District Commissioner's nomination of the District Chair -

HN handed the chairmanship of the meeting over to the DC.

DC nominated **Howard Nelson** as District Chair and asked for a show of hands as approval.

- d. Chair advised that the 'District Secretary' is an elected appointment and, as required, **Diane Siddle** has been formally proposed and seconded. Since there were no other nominations by the closing date a show of hands was required to approve Diane Siddle's election.
- e. Chair advised that the 'District Treasurer' is an elected appointment and, as required, **Nathan Wakefield** has been formally proposed and seconded. Since there were no other nominations by the closing date a show of hands was required to approve Nathan Wakefield's election.
- f. Elections of members to the District Trustee Board

Secretary advised that the following have been formally proposed and seconded in writing by the due date:

Martin Siddle

Heidi Haxeltine

Michelle Nelson

Chair requested a show of hands to approve their election.

- g. DC advised that his nominations to the District Trustee Board are:

Cathy Herron

Ali Cobbold

Luke Houghton

Chair thanked the Trustees for their work during the year and in particular those members who are standing down, and especially a huge thanks to Greg Cejer RIP.

- h. Treasurer advised the appointment of the Scrutineer / Independent Examiner / Auditor as **Ray Dennis**.

Chair advised that Ray Dennis has been proposed and seconded and is qualified for the role. Chair requested a show of hands to approve Ray Dennis' nomination.

- i. Chair advised that we are required to nominate 2 as District representatives to the County Scout Council. **Martin Siddle** and **Steve Canham** have been proposed and seconded. Chair requested a show of hands to approve their nominations.
7. Malcolm Moore, Deputy County Commissioner thanked all scouters and adult volunteers for their efforts and briefly advised of the changes and Transformation ahead.
8. Chair closed the AGM, thanking all for attending.



Signed as a true record.

A handwritten signature in black ink, appearing to read 'JEPW', with a horizontal line underneath.

6 September 2023

Stamford & Bourne District Scout Council
Receipts and Payments Account for year to 31 March 2023

	2022/23 £	2021/22 £
Receipts		
Membership Subscriptions	42,351	42,464
Less: Membership subscriptions paid to County	-37,177	-34,854
Net Membership Subscription Retained	<u>5,174</u>	<u>7,610</u>
Membership Subscriptions (S&K Explorers)	2,441	2,028
Membership Subscriptions (H&B Explorers)	1,631	635
Activities (incl Camp Fees) - District	15,519	4,645
Activities (incl Camp Fees) - S&K Explorers	1,846	1,109
Activities (incl Camp Fees) - H&B Explorers	600	0
Gift Aid	0	0
Interest Received	0	0
Fund Raising	0	0
Donations (District)	1,888	1,269
Donations (S&K Explorers)	50	0
Donations (H&B Explorers)	0	750
Donations (Shacklewell)	575	3,673
Donations (Gang Show)	7	0
Grants (Shacklewell)	0	10,667
SASU (Whitewater)	1,778	1,361
SASU (Shacklewell)	12,761	0
SASU (General)	3,500	28,108
Training Income	0	0
Miscellaneous	0	200
Gang Show Receipts	3,042	0
Scout Shop Receipts	<u>13,374</u>	<u>12,180</u>
Total Receipts	<u>64,186</u>	<u>74,235</u>
Payments		
Membership Subscriptions (S&K Explorers)	1,140	1,172
Membership Subscriptions (H&B Explorers)	798	446
Administration Expenses (District)	1,323	2,023
Administration Expenses (SASU)	5104.16	180
Administration Expenses (S&K Explorers)	583	591
Administration Expenses (H&B Explorers)	564	403
Administration Expenses (Young Leaders)	425	163
Activities (District)	14,490	242
Activities (S&K Explorers)	2,472	1,210
Activities (H&B Explorers)	660	60
Activities (Young Leaders)	170	69
SASU - Shacklewell Operating Costs	9,083	5,146
SASU - Whitewater Operating Costs	685	1,047
SASU - General	2,630	24,955
SASU - Purchase of Assets	0	0
SASU - NODA Subscription (Gangshow)	0	0
SASU - Webhosting (Gangshow)	0	101
Room Hire (District)	252	0
Room Hire (H&B Explorers)	50	60
Room Hire (Young Leaders)	148	0
Donations (District)	4,000	500
Donations (SASU)	897	0
Gang Show Payments	3,343	60
Scout Shop Payments	<u>11,962</u>	<u>11,838</u>
Total Payments	<u>60,779</u>	<u>50,265</u>
Surplus for Year	<u>3,407</u>	<u>23,970</u>

Name	Signed
Howard Nelson - District Chair	
Nathan Wakefield - District Treasurer	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Stamford & Bourne District Scout Council

**On accounts for the year
ended**

2023

**Charity no
(if any)**

522366

Set out on pages

3 and 4

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 trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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: 19/08/23

Name:

Ray Dennis

**Relevant professional
qualification(s) or body
(if any):**

Address:

52 Harvey Close

Bourne

PE10 9QI

Only complete if the examiner needs to highlight 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.

Nothing to Report