

RUSHCLIFFE DISTRICT SCOUT ASSOCIATION

14th Annual General Meeting

Thursday 15th June 2023 at 8pm

Cropwell Butler Village Hall

MINUTES

Present:

Tim Kirby – Chairman

Helen Holland – District Secretary

Clare Deeming – District Treasurer

Fiona Burrows – District Commissioner

Plus 12 members of the Rushcliffe Scout Association as per the attendee register

1.Chairman's welcome

The Chairman opened the meeting by welcoming everyone to the meeting.

Since our last AGM, The Scout Association's Policy, Organisation and Rules (POR) has been amended twice and significant changes, in terminology and governance responsibility particularly, have come into place. The most obvious change is that the District Executive Committee becomes the District Trustee Board. POR will be amended further in Nov '23 and/or Feb '24 as the "Volunteer Transformation" gets underway. Our AGM agenda incorporates the changes to date.

As part of these changes, the District Trustees have also completed an Annual report which was circulated along with the AGM notice and agenda prior to this meeting.

At last years AGM I set myself the challenge of visiting an Exec meeting for every Group in the District – I have managed over 50%, so set myself the new challenge of visiting the remaining ones in the next year – so please invite me!

It's been amazing how many similar problems crop up, so I hope by spreading the experiences of other Groups, I can at least give food for thought.

Some great times in the District in the last 12 months and some sad times;

- We have lost Dick Barker, Gill Goodrum, Janet Baines and Richard Howard
- Had to close 1st Cotgrave group because of lack of Leaders
- Had to close 11th WB for other reasons

but on the positives;

- We have opened first Squirrel Drey – Thanks to Becky Howard and her leadership team.
- 1st Shelford & East Bridgford have bought their own HQ – with a loan to help provided by the District
- 1st Bingham are on the way to getting their own HQ – The old church at Saxondale
- We have nearly bought the woodland at Hollygate – Transfer deed is agreed, we are waiting for it to come through
- We are well on the way to mains drainage at Hollygate thanks to immense cooperation by Barratt David Wilson Homes and a Notts County Council Local Communities Fund grant.

I would like to take this opportunity to send our well wishes for a speedy recovery to Steve Cumberland, Chris Keast and Alan Hubber.

2. Apologies for absence

Apologies had been received from Alan Hubber, Pat Shepherd, John Green, Chris Keast, Simon Gillespie, Matt Garrard and Nigel Nurse.

3. Approval of minutes of 2022 AGM

It was proposed by proposed by Ena Scott and seconded by Sue Youngson that the minutes of the 2022 AGM be accepted as a true and accurate record of the meeting. The members present agreed unanimously to accept the minutes of the 2022 meeting.

4. Adopt (or reconfirm) certain resolutions:

i. Re-confirm the adoption of the constitution District Scout Council as outlined in POR (see Rule 5.3.1.1).

The Chairman explained that he would like members to re-confirm the adoption of the constitution each year.

All present unanimously accepted the adoption of the constitution

ii. agree the quorum (see Rule 5.4.6.2) for each of:

- **Meetings of the District Scout Council**
- **Meetings of the District Executive Committee**
- **Meetings of any Sub Committees**
- For Trustee Board or any sub committees, face to face or on Zoom, the quorum will be 50% +1 of potential attendees. If the meeting is quorate then simple majority required to pass any motion.
- For Trustee Board or any sub committees, decisions by emails require circulation of resolution to all board members and at least 75% approval to pass any motion, with all responses as “reply to all”.
- AGM quorum is any number if the meeting was notified in line with POR. 50% +1 of attendees required in favour to pass any motion.

iii. agree the number of members that may be elected to the District Executive Committee. This will either be 4,5 or 6 (see Rule 5.4.3.2a)

Up to 5 people may be elected to the District Trustee Board (formerly District Executive Committee)

5. Receive and consider the Trustee's Annual Report prepared by the District Executive Committee, including the annual statement of accounts (after their examination by an appropriate auditor, independent examiner or scrutineer and formal approval by the trustees). Note: this is to receive and consider, NOT approve.

Both the accounts and Trustees report had been circulated to all prior to the meeting.

The District Executive had approved the accounts prior to the AGM.

Clare thanked the groups for paying their capitation promptly which enabled the payments to be made to County on time.

Clare thanked those who had complied accounts: for Stone Pit (David Howard), Hollygate (Peter Gilks), Uniform (Margaret Nurse), Explorers (David Snowden) and Badges (Katrina Thorley).

Clare also thanked Tim Kirby for his work on the Hollygate grant which has funded works at the site.

Squirrels drey is now fully open however their accounts are currently handled under the District accounts until their account is up and running.

Some key notes from this year have been

- May 2022 – A £12064.00 grant was received from Nottinghamshire County Council for installing a pumping system at Hollygate for water waste to connect to main sewers.
- August 2022 - £4423 was paid over from an old 11th WB bank account. This was used to settle outstanding expenses for the group and the remaining balance was retained by the district.
- October 2022 -£13534.09 was received from the closure of the 1st Cotgrave group due to insufficient leaders.
- October 2022 - £20000 lent to 1st Shelford and East Bridgford Scout group towards the purchase of their own HQ. This has a written agreement against it with repayment to be made over no more than 5 years.
- March 2023 – membership fees were made in 3 payments due to limits on account (full amount exceeded the individual transaction limit).

The badge account, Hollygate account and Explorers accounts have all been moved this year and so can now operate online which has enabled payments to be made easily.

6. Approval of the District Commissioner's nomination of Chairperson

Tim Kirby was nominated by the District Commissioner and is willing to continue to serve

7. Elect a District Secretary

Helen Holland was nominated and elected to continue as District Secretary, there were no other nominations.

8. Elect a District Treasurer

Clare Deeming was nominated and elected to continue as Treasurer, there were no other nominations

9. Election of up to 5 members of the District Executive Committee

Alan Hubber, Chris Keast, Alex Newson, Peter Gilks and Nigel Nurse were all nominated and elected by a unanimous vote. There were no other nominations

10. Nominate members of the District Executive Committee (must not exceed the number actually elected in 9 above)

Pat Shepherd, Simon Gillespie, Matt Garrard and David Snowden were nominated and are willing to serve.

11. Elect two members of the District Scout Council to represent the District on the County Scout Council (see Rule 5.4.3.3)

Steven Tupper explained that this was not a big role. Members would need to attend the AGM and vote on matters. Tim Kirby proposed that the role be put on hold and appointed at a later date.

12. Appoint an auditor, independent examiner or scrutineer as required

Neil Copeland has agreed to continue in the role of Honorary Auditor

13. Closing remarks

Fiona Burrows thanks everyone in the District for all that they have done over the past year. Training across all groups and trustees is going well and she asked that thanks be passed onto all groups.

Steven Tupper thanked the District Executive Committee for all their work over the last year. Looking forward, Scouting will be undergoing transformation however we probably won't notice much difference as Rushcliffe already runs well.

The Big Weekend is running next May. It has a capacity for 3000 and there are already 2500 booked on.

Steven said that Scouting across Rushcliffe is going really well and he particularly likes how the District supports groups and spends money to help where possible. Steven thanks everyone involved in Scouting across Rushcliffe for their efforts.

Tim Kirby thanked Steven Tupper and the County and HQ team for the support they give to the District.

Fiona Burrows presented Neil Hartley with his 40 years service award.

The Chairman thanked everyone for attending and closed the meeting

Attendance Register

Name	Role
Ena Scott	District Explorer Scout Commissioner
Alex Newson	Rushcliffe District Executive committee member
David Snowden	Rushcliffe District Executive committee member/ WB Explorers Leader
Peter Gilks	Rushcliffe District Executive committee member
Will Cullen	District Youth Commissioner
Jock Shaw	
Dave Howard	Stonepit/SASU
Andrew Peters	
Michael Cox	Past President
Neil Hartley	Camp Warden
Sue Youngson	GSL Kinoulton
Steven Tupper	County Commissioner

Rushcliffe District Scouts Receipts and Payments Account

Year start date

Year end date

For the year from	Apr-22	To	Mar-23
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Receipts and payments

	2022/23			2021/22	
	District £	Unrestricted funds Hollygate £	Explorers £	Total funds £	Total Funds £
Receipts					
Donations, legacies and similar income					
Membership subscriptions	72,821		5,174	77,995	71,614
Less: Membership subscriptions paid on (National/County/Area/District)	- 70,142		- 1,751	- 71,893	- 67,574
Net membership subscriptions retained (note 2018 accounts included payment against money collected in 2017)	2,680	-	3,423	6,102	4,040
Donations / Funds from closed groups	15,390	6,624	-	22,015	5,228
Legacies	-	-	-	-	-
Gift Aid	-	-	-	-	-
Other similar income - Repayment of group costs covered by District	-	-	-	-	-
Sub total	18,070	6,624	3,423	28,117	9,267
Grants					
Maintenance grant	-	-	-	-	-
Other grants - NCC for Hollygate Pumping Project	16,085	-	-	16,085	-
Sub total	16,085	-	-	16,085	-
Fundraising (gross)					
Detail 1	-	-	-	-	-
Detail 2	-	-	-	-	-
Detail 3	-	-	-	-	-
Other fundraising activities	-	-	-	-	-
Sub total	-	-	-	-	-
Investment income					
Bank interest	-	-	-	-	-
Building Society interest	-	-	-	-	-
The Scout Association Short Term Investment Service	20	-	-	20	186
Property Rent income	-	-	-	-	-
Other investment income	-	-	-	-	-
Sub total	20	-	-	20	186
Total Gross Income	34,175	6,624	3,423	44,222	9,453
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	34,175	6,624	3,423	44,222	9,453

Rushcliffe District Scouts Receipts and Payments Account

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Receipts and payments

	2022/23			Total funds £	2021/22 Total funds £
	Unrestricted funds				
Payments	District £	Hollygate £	Explorers £		
Charitable Payments					
Youth programme and activities (Net less income)	£ 980	-£ 806	-£ 1,626	-£ 1,452	- 677
Adult support and training	£ 64	£ -	£ -	£ 64	342
Rent (garage, campsite and explorers)	£ 547	£ 773	£ 840	£ 2,159	2,159
Water and Sewerage (at campsite)	£ -	£ 790	£ -	£ 790	650
Electricity and Gas (at campsite)	£ -	£ 770	£ -	£ 770	746
Insurance	£ 1,918	£ -	£ -	£ 1,918	1,773
Repairs and Renewals	£ -	£ 417	£ -	£ 417	1,254
Materials and equipment	£ 10,133	£ 2,169	£ 38	£ 12,340	3,012
Printing, photocopying, postage and website	£ 167	£ -	£ -	£ 167	270
Contribution to camp costs	£ -	£ -	-£ 1,750	-£ 1,750	- 643
Uniforms	£ 996	£ -	£ 108	£ 1,104	323
AGM and trustee expenses	£ 1,271	£ -	£ 70	£ 1,340	699
Trustee Loan to Shelford and East Bridgford Scout Gp	£ 20,000			£ 20,000	
Jamboree (Net less income)	£ -	£ -	£ -	£ -	2,000
St George's Day (Net less income)	£ 224	£ -	£ -	£ 224	-
Campsites (Net less income)	-£ 54	£ -	£ -	-£ 54	435
Badges (Net less income)	-£ 2,403	£ 58	£ -	-£ 2,345	- 706
Uniform Shop (Net less income)	-£ 458	£ -	£ -	-£ 458	- 1,364
Sub total	£ 33,384	£ 4,171	-£ 2,321	£ 35,234	£ 10,273
Fundraising expenses					
Detail 1	-	-	-	-	-
Detail 2	-	-	-	-	-
Detail 3	-	-	-	-	-
Other fundraising costs	-	-	-	-	-
Sub total	-	-	-	-	-
Total Gross Expenditure	33,384	4,171	- 2,321	35,234	10,273
Asset and investment purchases, etc.	-	-	-	-	-
Total payments	33,384	4,171	- 2,321	35,234	10,273
Net of receipts/(payments)	791	2,453	5,743	8,988	- 820
Cash funds last year end	71,133	2,088	1,654	74,876	75,696
Cash funds this year end	71,925	4,542	7,397	83,864	74,876

Statement of assets and liabilities at the end of the year

31st March
2023

31st March
2022

	District £	Unrestricted funds Hollygate	Explorers	Total funds £	Total funds £
Cash funds					
Bank current account (Co-op - District)	30,563			30,563	32,589
Bank deposit account	-			-	-
Building society account (Nottingham)	-			-	-
The Scout Association Short Term Investment Service	25,008			25,008	24,988
Cash/Floats (District)	47			47	111
Hollygate Campsite Account (NATWEST)		4,542		4,542	2,088
Hollygate Campsite Cash		-		-	-
Explorer Main and Activity (Co-op)			7,397	7,397	1,654
Explorer Main and Activity Cash			-	-	-
Badge Account (NatWest)	8,530			8,530	6,127
Badge Account Cash	46			46	45
Uniform (HSBC)	7,583			7,583	7,070
Uniform Cash	50			50	202
Uniform Unpaid order	98			98	-
Total cash funds	71,925	4,542	7,397	83,864	74,876
Other monetary assets					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - S&EB Scout Group Loan	20,000	-	-	20,000	-
Sub total	20,000	-	-	20,000	-
Non monetary assets for charity's own use					
Badge stock	4,472	-	-	4,472	4,455
Shop stock	2,765	-	-	2,765	2,177
Other stock	-	-	-	-	-
Land and buildings	290	88,425	-	88,715	83,228
Motor vehicles (Mowers)	-	4,278	-	4,278	4,278
Scouting equipment, furniture etc	10,477	4,475	23,217	38,169	32,922
Other	-	-	-	-	-
Sub total	18,004	97,178	23,217	138,399	127,060
Liabilities					
Accounts not yet paid	-	-	-	-	2,069
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	-	-	-	-	2,069

Contingent liabilities and future obligations

£20,000 loan paid to Shelford and East Bridgford Scout Group to be paid back no later than Nov 2027

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 15/06/23 and signed on their behalf by

Signature	Print Name
T KIRBY	Chair
C DEEMING	Treasurer

Independent Examiners Report To The Trustees of the Rushcliffe Scout Association

I report on the District accounts for the year ended 31st March 2023, which are set out on pages 1 to 5.

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 Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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. An 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 statement below.

Independent examiner's statement

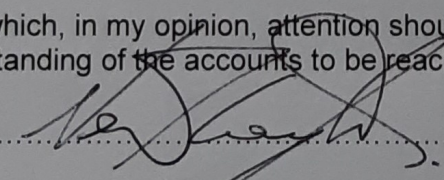
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not 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.

Signed.....  Date..... 15/06/2023

N. Coupland FCA DChA
RWB, Chartered Accountants
Nottingham

Independent Examiners Report To The Trustees of the Rushcliffe Scout Association

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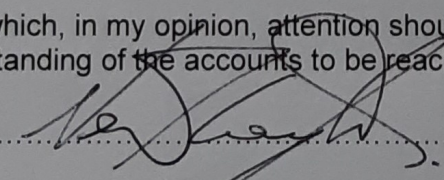
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Signed.....  Date..... 15/06/2023

N. Coupland FCA DChA
RWB, Chartered Accountants
Nottingham