

RUSHCLIFFE DISTRICT SCOUT ASSOCIATION
15th Annual General Meeting
Thursday 20th June 2024 at 7.45pm
Wightman Hall, West Bridgford

MINUTES

Present:

Tim Kirby – Chairman
Helen Holland – District Secretary
Clare Deeming – District Treasurer
Fiona Burrows – District Commissioner
Will Cullen – District Youth Commissioner
Peter Gilks – Trustee
Alex Newson – Trustee
Pat Shepherd – Trustee
Alan Hubber – Trustee
Ena Scott – DESC

Plus 9 members of the Rushcliffe Scout Association as per the attendee register

1. Chairman's welcome

The Chairman welcomed everyone to the meeting and noted that in accordance with minute 4(ii) of last year's minutes, the meeting is quorate.

2. Apologies for absence

Apologies have been received from Hilary Frost, Jock Shaw, Kirsty Falcus, Simon Gillespie, Nigel Nurse, Matt Garrard, Jordan Phillips and Chris Keast

3. Approval of Minutes of previous Annual General Meeting

It was proposed by proposed by Alex Newson and seconded by Peter Gilks that the minutes of the AGM held on 15th June 2023 be accepted as a true and accurate record of the meeting. The members agreed unanimously to accept the minutes as a record of the meeting.

4. Adopt (or reconfirm) certain resolutions:

- a. Re-confirm the adoption of the constitution of the District Scout Council as outlined in POR Rule 5.5
- b. agree the quorum for each of:
 - meetings of the District Scout Council

Last year this was set at "any number as long as the meeting was notified in accordance with POR". The chairman proposed that this be modified in line with the example set by County earlier this week and set the quorum as 15. Those present unanimously agreed to accept this proposal.

- meetings of the District Trustee Board

50%+1 of the membership of the Board, for face to face meetings.

Resolutions require a simple majority to be passed. Those present

unanimously agreed to accept this resolution.

- meetings of any sub-Committees

50%+1 of the membership of the sub committee for face to face meetings. Resolutions require a simple majority to be passed. Those present unanimously agreed to accept this proposal.

The Chairman explained that there would be 3 sub-committees this year – Finance, Risk and an appointments committee.

Where any Board or sub committees decision is to be made by e mail, 75% of total committee to be in favour to pass any resolution with all correspondence as “reply to all”

In 2022 we also agreed certain protocols which we agreed would be ratified at each AGM.

These were:

If any entitled person wishes to challenge the validity of any aspect of an AGM, SGM or EGM (GMs) there must be a minimum of 10 entitled persons support the complaint in writing for it to be acted upon. Entitled persons must be eligible voting members of the District Scout Council.

GM quorum is 15 persons. 50% +1 as a majority in favour to pass any resolution. If GM cannot legitimately be held face to face due to extenuating circumstances, the Trustee Board is empowered to decide upon alternative arrangements and should do so at least 6 weeks in advance of proposed date.

For Trustee Board meetings, and GMs, a resolution may be proposed by any member, any amendment forms a second or subsequent resolution and all resolutions will be voted upon independently.

In future, these protocols will be reviewed by the last Trustee Board meeting before each AGM and then ratified by those present at the AGM. Those present unanimously agreed to accept these protocols.

c. agree the number of members that may be elected to the District Trustee Board.

For the year 2024 to 2025 the Board has agreed 11 plus 2 ex officio, 13 in total. From the 2025 AGM the total Board will be 12 maximum including ex officio, with each person being on a rolling term of either 1,2 or 3 years.

The Board will be:

Ex Officio Fiona Burrows and Will Cullen

Elected (alphabetically):

Clare Deeming - 1 year

Matt Garrard – 2 years

Simon Gillespie – 3 years

Helen Holland – 1 year

Alan Hubber – 2 years

Tim Kirby – 3 years

Alen Newson – 1 year

Nigel Nurse – 2 years

Ena Scott – 3 years

Pat Shepherd – 1 year
Dave Snowden – 2 years

The Chairman also wanted to record our enormous thanks to Peter Gilks, Chris Keast and Karl Lewis who are standing down after many years on the District Executive / Trustee Board

5. Receive and consider the Trustees' Annual Report prepared by the District Trustee Board, including the annual statement of accounts
Note this is to receive and consider NOT approve.

There were no questions about the accounts and they had been accepted by the Trustee board prior to the AGM.

6. Elect a District Chairman as recommended by the Trustee Board

The Trustee board asked that Tim Kirby continue as Chairman.

7. Elect a District Treasurer

Clare Deeming is willing to continue in the role and is unopposed, therefore elected

8. Elect two members of the District Scout Council to represent the District on the County Scout Council

There were no nominations however the Trustee Board can nominate someone at a future date.

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

Neil Copeland is willing to continue as honorary auditor.

10. Receive the Report of the District Lead Volunteer.

Over the last 12 months we have got considerably younger as a District! We opened our first Squirrel Drey at 1st/2nd West Bridgford over the 2023 summer term, quickly followed by a second drey at 1st Gotham and we are just setting up our third drey at 1st Meadow Covert. Only another 15 or so dreys to go until every group in the District turns small and red ;)

Over the last year as a District we have cont to prepare for Transformation, joined the County Big Weekend camp, attended water activity days at Hoveringham, tramped around on the District night hike, showed our respect at Remembrance Parades around Rushcliffe, and smartened up a bit for St George's Day Parade. Alongside this we have continued to provide exceptional weekly meetings and a huge number of young people attained their Chief Scout Bronze, Silver and Gold Awards. We also gained 3 Queen Scouts/King Scouts, a Meritorious Conduct Award and a Meritorious Medal who all attended the national St George's Day Celebration at Windsor. We have continued to grow the number of Young Leader's across the District some of whom will hopefully become leaders of the future. We ask that Young Leaders do a minimum of Module A however increasing numbers are doing more and one of these Young Leaders has gained their Young Leader Belt Award with several more close to completion.

We have continued to have good success in recruiting new leaders and exec members and getting them through the initial training module which has been keeping the AAC busy and on their toes. A big focus over the last 12 months has been on ensuring we are up to date on training, thank you to all those across the District who have worked to recruit and train our adult

volunteers and to all those who have completed their training. Steve Cumberland has been doing first aid training. As ever we wouldn't be on top of training quite as well if it wasn't for Pat Shepherd! Thank you to all involved! We also need to focus on gaining new members to more managerial roles such as ADCs, GSLs and members of the new District team structure. Please help if you find someone who might be willing to take on one of these roles. Thanks to Helen for managing the waiting list for the six West Bridgford groups recruiting new volunteers along the way, I know this can be challenging at times.

Our campsites are busier than ever as we have all got used to spending more time outdoors for meetings as well as the desire to camp more often.

Many congratulations to all those in Rushcliffe who have received Scouting awards over the last 12 months. Before someone can be recommended for an award, they must have been involved for at least 5 years, have completed all training for the relevant wood badge and have all mandatory training in date. Some of the highlights for awards within Rushcliffe include The Award for Merit given to Ben Marsden, Chris Keast, Andrew Saville, Mark Howard, Jeff Turnbull, Leigh Woodward, Diane Boddy, Matt Biggs Nigel Bates, Paul Montoney Sean Bown and Karl Lewis, a Bar to the Award for Merit for Matt Garrard. 50 years service for Margaret Nurse, 30 years for Ena Scott and Derrek Ferguson, 25 years for Diane Boddy and Alex Hudson and 20 years for Tom Godfrey and Jeremy Green. We also had 35 recipients of the Chief Scout Commendation

As ever thank you to all my District Trustees including Tim Kirby for his role as District Chair and to Pete Gilks who is stepping down from our Trustee Board. I just want to finish with a huge Thank you to all those who are volunteering within Rushcliffe, young people are having an amazing time learning skills for life thanks to your efforts

11. Closing remarks from the Chairman

Rushcliffe continues to be one of the strongest Districts in the County.

I truly believe that our Young People are receiving safe, exciting Scouting with programmes that give them skills for life. We can only continue to do this because of massive dedication by all our volunteers, Leaders and "back room staff". So on behalf of the District Trustee Board I wish to say an enormous Thank You to each and every volunteer. Scouting in Rushcliffe wouldn't exist without you.

The Chairman closed the meeting and thanked everyone for attending.

Attendance
Rushcliffe District AGM 20th June 2024

Name	Group/Role
Mike Cox	Past President
Susanne Youngson	DLV Kinoulton
Kathryn Wills	County Representative
Andrew Peters	DLV Radcliffe on Trent
John Green	DLV Bingham
Mark Howard	DLV Gotham
David Day	ESL Keyworth
Steve Cumberland	DLV 1 st Shelford and East Bridgford
Dave Howard	SASU

Rushcliffe District Scouts Receipts and Payments Account

Year start date

Year end date

For the year from	Apr-23	To	Mar-24
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Receipts and payments

	2023/24			2022/23	
	District £	Unrestricted funds Hollygate £	Explorers £	Total funds £	Total Funds £
Receipts					
Donations, legacies and similar income					
Membership subscriptions	78,354		8,863	87,217	77,995
Less: Membership subscriptions paid on (National/County/Area/District)	- 75,452		- 2,754	- 78,206	- 71,893
Net membership subscriptions retained (note 2018 accounts included payment against money collected in 2017)	2,902	-	6,109	9,011	6,102
Donations / Funds from closed groups	- 5	5,472	-	5,467	22,015
Squirrels	2,036			2,036	
Legacies	-	-	-	-	-
Gift Aid	-	-	916	916	-
Other similar income - Repayment of S&EB group loan	8,000	-	-	8,000	-
Sub total	12,933	5,472	7,025	25,430	28,117
Grants					
Maintenence grant	-	-	-	-	-
Other grants - NCC for Hollygate Pumping Project	-	-	-	-	16,085
Sub total	-	-	-	-	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	326	-	-	326	20
Property Rent income	-	-	-	-	-
Other investment income	-	-	-	-	-
Sub total	326	-	-	326	20
Total Gross Income	13,260	5,472	7,025	25,757	44,222
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	13,260	5,472	7,025	25,757	44,222

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Receipts and payments

	2023/24			2022/23	
	Unrestricted funds			Total funds	Total funds
Payments	District £	Hollygate £	Explorers £	£	£
Charitable Payments					
Youth programme and activities (Net less income)	-£ 102	-£ 570	-£ 1,266	-£ 1,938	- 1,452
Adult support and training	£ 1,005	£ -	£ -	£ 1,005	64
Rent (garage, campsite and explorers)	£ 536	£ 1,221	£ 1,960	£ 3,716	2,159
Water and Sewerage (at campsite)	£ -	£ 1,035	£ -	£ 1,035	790
Electricity and Gas (at campsite)	£ -	£ 800	£ -	£ 800	770
Insurance	£ 1,859	£ -	£ -	£ 1,859	1,918
Repairs and Renewals	£ -	£ 855	£ -	£ 855	417
Materials and equipment	£ 170	£ 1,004	£ 786	£ 1,959	12,340
Printing, photocopying, postage and website	£ 714	£ -	£ -	£ 714	167
Contribution to camp costs	£ -	£ -	£ 871	£ 871	- 1,750
Uniforms	£ 708	£ -	£ 488	£ 1,196	1,104
AGM and trustee expenses	£ 940	£ -	£ 24	£ 964	1,340
Trustee Loan to Shelford and East Bridgford Scout Gp	£ -			£ -	20,000
Squirrel Funds transferred to group (1st/2nd)	£ 2,036			£ 2,036	
Jamboree (Net less income)	£ -	£ -	£ -	£ -	-
St George's Day (Net less income)	£ -	£ -	£ -	£ -	224
Campsites (Net less income)	-£ 100	£ -	£ -	-£ 100	- 54
Badges (Net less income)	-£ 1,283	-£ 197	£ -	-£ 1,480	- 2,345
Uniform Shop (Net less income)	-£ 569	£ -	£ -	-£ 569	- 458
Sub total	£ 5,912	£ 4,148	£ 2,863	£ 12,924	£ 35,234
Fundraising expenses					
Detail 1	-	-	-	-	-
Detail 2	-	-	-	-	-
Detail 3	-	-	-	-	-
Other fundraising costs	-	-	-	-	-
Sub total	-	-	-	-	-
Total Gross Expenditure	5,912	4,148	2,863	12,924	35,234
Asset and investment purchases, etc.	-	-	-	-	-
Total payments	5,912	4,148	2,863	12,924	35,234
Net of receipts/(payments)	7,347	1,324	4,162	12,833	8,988
Cash funds last year end	71,827	4,542	7,397	83,766	74,876
Cash funds this year end	79,174	5,865	11,560	96,599	83,864

Statement of assets and liabilities at the end of the year

31st March
2024

31st March
2023

	District £	Unrestricted funds Hollygate	Explorers	Total funds £	Total funds £
Cash funds					
Bank current account (Co-op - District)	61,068			61,068	30,563
Bank deposit account	-			-	-
Building society account (Nottingham)	-			-	-
The Scout Association Short Term Investment Service	-			-	25,008
Cash/Floats (District)	45			45	47
Hollygate Campsite Account (NATWEST)		5,865		5,865	4,542
Hollygate Campsite Cash		-		-	-
Explorer Main and Activity (Co-op)			11,253	11,253	7,397
Explorer Main and Activity Cash (Refund due from leader)			306	306	-
Badge Account (NatWest)	9,820			9,820	8,530
Badge Account Cash	39			39	46
Uniform (HSBC)	8,088			8,088	7,583
Uniform Cash	114			114	50
Uniform Unpaid order	-			-	98
Total cash funds	79,174	5,865	11,560	96,599	83,864
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	12,000	-	-	12,000	20,000
Sub total	12,000	-	-	12,000	20,000
Non monetary assets for charity's own use					
Badge stock	6,650	-	-	6,650	4,472
Shop stock	2,229	-	-	2,229	2,765
Other stock	-	-	-	-	-
Land and buildings	290	93,434	-	93,724	88,715
Motor vehicles (Mowers)	-	4,278	-	4,278	4,278
Scouting equipment, furniture etc	13,424	9,269	25,537	48,230	38,169
Other	-	-	-	-	-
Sub total	22,593	106,981	25,537	155,111	138,399
Liabilities					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	-	-	-	-	-

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 20/06/24 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 2024, 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

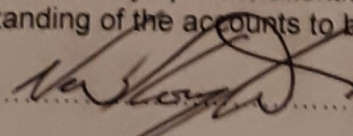
In connection with my examination, no matter has come to my attention:

(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 20/06/2024

N. Coupland FCA DChA
RWB, Chartered Accountants
Nottingham