

**7TH BOREHAMWOOD SCOUT COUNCIL
65th ANNUAL GENERAL MEETING**

Wednesday 3rd July 2024 6.30pm
7th Borehamwood Scout Hall, Berwick Road, Borehamwood, Herts WD6 4BG

AGENDA

Welcome – Joanna Robinson – Group Chair

Apologies for Absence

Governance

Approve the minutes of the Annual General Meeting held Tuesday 4th July 2024

Adopt model constitution from Policy, Organisation and Rules (POR)

Note Groups financial Year

Agree the number of members that may be appointed to the Trustee Board

Agree quorum for Scout Council

Review of Pervious Year

Group Lead Volunteer Annual Review – Peter Perkins

Annual Treasurer's Report year ending Dec 2023

Appointment of Trustee Board

Open Vote for Trustee Board

Thanks to outgoing members

Appointment Scrutineer for Accounts

Group Awards & Presentations

Close of AGM



7TH BOREHAMWOOD SCOUT GROUP 64th Annual General Meeting Minutes of AGM

Held on Tuesday 4th July 2023 6.30pm
The Scout Hall, Berwick Road Borehamwood WD6 4BG

Present

Joanna Robinson, Louise Hills, Peter Perkins, Danielle Dorsett, Matthew Clarke, Sophie Perkins, Dawn Davey, Reece Dorsett, David Smith, Danielle Regev, Thomas Christopher.
Parents and Assistant Leaders of 7th Borehamwood Scout Group

AGM Business

Apologies- Susie Brannigan, James Pugh, Carol Denbigh, Len Denbigh, Audrey Brown, Jirina Horinek, Duncan Tate
Minutes agreed from the last AGM 6th July 2022 – Seconded Matthew Clarke

Governance

The name of the Group Executive Committee has changed to Trustee Board. And in line with the recommendation from Scout Headquarters, the Trustee Board adopted the Model constitution from Chapters 5 of Policy, Organisation and Rules.

It was agreed the number of members that may be elected to the Trustee Board.

The recommendation from the outgoing Trustee Board is that 8 people can be elected, with the Section Leaders joining us if they wish, so the Trustee board will be a maximum of 12 people –
Seconded Reece Dorsett

It was agreed the quorum for each of the Group Scout Council (including this AGM),

The recommendation from the outgoing Trustee Board is that the quorum should be set at 24 persons – Seconded Aaron Robinson

The recommendation from the outgoing Trustee Board is that the quorum for meetings of the Group Trustee Board, or meetings of any sub-committees should be set as per the Charity Commission good practice statement, which for this next year will be 5.

- Seconded Dawn Davey

Review of the previous year

1st January – 31st December 2022 reports were attached to the agenda.

Chair's report

Group Scout Leader's report

Section reports

Treasurer's report Year End Dec 2022

Jirina Horinek has stepped down as Treasurer.

Thanks were given to Jirina for her hard work and support as Treasurer.

Election of new Trustee Board

Voting has taken place via an online form, all Trustee Board members were elected as proposed as in the agenda.

Joanna Robinson - Chair
Louise Hills – Secretary
Lucia Kybakova - Treasurer

Elected Members

Danielle Regev
Thomas Christopher

Nominated Members

Matthew Clarke
Duncan Tate

Scrutineer for Accounts

Susie Brannigan

Section Leaders Dawn Davey, Danielle Dorsett and Sophie Perkins, agreed verbally to be ex-officio members of the Group Trustee Board.

Further to her appointment as Treasurer Lucia Kybakova will be added to all the Metro bank accounts with online banking view only, and no debit card, the account will stay the same with two to sign. Jirina Horinek will be removed from all accounts and the correspondence address will be update to the Scout Hall. We will also request for the account to be paperless.

Presentation of Awards

Squirrels – Lucas Pratten-Stone
Beavers – Jaden Rogers
Cub – Anita Alberts
Scouts – Luca Costin
GSL Award – Megan Davey

5 & 10 year Service Award – Joanna Robinson
Wood Badge – Aaron Robinson

Investments

Finlay in the Scout Section
Kaydee as a Young Leader of the group

Close of meeting and thanks for attending

Group Lead Volunteer's Report July 2024

We have had a busy year as a group. We are going from strength to strength. Numbers continue to increase and Team Leaders work so hard to bring so much to our young people.

The Squirrels have a consistent demand for spaces. They have been enjoying activities in and outside of the hut, with some fun trips out such as narrow boating.

The Beavers have also been busy and continued good numbers and their exciting programme, including a Halloween sleepover, has seen them do well. We were all happy to welcome Terry back to Beavers this term.

The Cubs have had an action packed year with an upcoming camp and various activity in and outside the confines of the hall, such as their visit to the Hare Krishna Temple.

The Scouts have had the most challenging of times with fluctuations in numbers and finding permanent Leaders. They have also taken part in camps and other adventurous activities such as Lazer Tag and Climbing.

The group continues to thrive but we are still in need for adult help to keep the sections doing so well.

Lastly I would like to give thank for my whole team of leaders and adult helpers who work endlessly and tirelessly who volunteer their time to bring to life the plans for each term without them your young people would have nothing to do and wouldn't have the experiences we have and the enjoyment of the thrill of scouting.

My Trustee Board thank you for everything you have done and continue to do to help us achieve our goals at giving our young people there skills for life.

Peter Perkins Group Lead Volunteer

Group Chair's Report July 2024

Good evening and welcome to our 65th AGM.

I would like to thank everyone who has worked hard during this last year to keep the Group's Sections running and growing. Without the dedication of all our Team Leaders and their Team Members it would not be possible for us to run the programmes for your young members to attend.

Over the last year Scouting has been going through a transformation, making changes behind the scenes to our Policies, Organisation & Rules. Most notably our Leaders & Assistant Leaders are now Teams Leaders & Team Members. We have also introduced a Group Leadership Team, which will bring together all the Team Leaders and Group Team Volunteers so we can meet as one group and plan a better programme for our young members. Going forwards, the Trustee Board will now be meeting once a term, with the Group Leadership Team doing the same.

The Trustee Board is having a few changes too, last year we change our title from Executive Committee to Trustee Board. This year we will be holding our first Open Vote under the new system with all Trustees being voted on to the Trustee Broad, expect our Group Lead Volunteer Peter. The role of Secretary has ended, and I would like to thank Louise for the wonderful job she has done over the last couple of years. Thankfully Louise has agreed to stay on as a Trustee. Going forwards, the role of the Trustee Board will be more focused towards Governance, Policies, Safety, Finances, Risk Assessments, and the management of our premises. The role of the Group Leadership Team will be managing the running of the Section Teams & plan programmes for our young members.

Matt and Tom have decided to step down from the Trustee Board this year, and I would personally like to thank them for the support and help they have given the group.

For the group to grow we desperately need more Team Members to help with the running of our Sections as well as parent helpers, if you can help, or know someone who would like to volunteer, please speak to myself or any of our Team members.

Over the summer we are hoping to do a few maintenance jobs inside the hall, if anyone is handy with a paint brush and screwdriver and would like to help please let me know.

Once again thank you to everyone involved in the running of the 7th Borehamwood Scout Group, we all work well as a team, and I am looking to working with you all over the next year.

Joanna Robinson.
Group Chair

Scout Section Report July 2024

The Scout Section is currently running with 10 members, which is stable across the year with the aim to bring in more members from the waiting lists. Since our previous AGM, the Scouts have had a busy year, starting back in September attending ASAP 2023 at Phasels Wood Activity Centre. The weekend was jam packed with activities with the Scouts taking part in, Rifle shooting, Abseiling, High ropes, Zorbing & Climbing to name a few.

Looking back to our Winter term, in September, our Scouts attended the District Water Activity Day at ESSA, adding to their Nautical Skills and Paddles Sports staged badges. During the term the Scouts also brushed up on their map reading skills by going on a 5km hike, taking turns navigating back to the Scout Hut. In October our Scouts also attended the annual District Trip to Grad Bach farm in the Peak District for a weekend of Walking, Cycling and a trip to Alton Towers. The term also saw the Scouts completing their Creative and Teamwork challenges awards, producing Stop Motion Videos promoting Scouting Activities. The Winter term finished off with a Christmas trip to Hollywood Bowl with the Cub section.

Our Spring term was just as busy, with the Scouts working in teams improving their cooking skills to prepare a meal using camping equipment. In March the Scouts completed their Scientist Badge completing a number of experiments across a number of weeks and during British Science Week. The Spring term finished off with a trip to Laser Planet in Watford with the Cub section.

Throughout the Summer Term, our key focus has been on back to basic Scouting skills getting ready for our group Summer Camp in July. So far this term the Scouts have been busy tying knots and lashing creating Pioneering projects as well as, Orienteering. Not only this they have been practicing their Tent Pitching using the groups newly purchases tents as well as most recently learning how to safely use Axes & Saws. The rest of the Summer terms is set to be just as busy in the run up to the Summer holidays.

Aaron Robinson - Scout Team Member

Cub Section Report July 2024

Since our last AGM there have been lots of activities both at the Scout Hall and trips further afield.

During the last few weeks in the Summer Term we finished the Backwoods Cooking Badge. And the Cubs did Archery at Well End Activity Centre in the final week of term the Team Leaders and Cubs completed a two mile evening hike.

When returning after the summer break, we started the Road Safety Badge and the Communicator Badge. We also had a visit to Tabards Rugby Club, the Cubs were exhausted but had great evening there. For the second half of the term we covered the My Faith and World Faith Badge. This also included a visit to the Hare Krishna Temple. The Cubs were very well behaved and had a fun evening. To end a very busy term, for the last few weeks the Cubs made some Christmas crafts and ended the term with a joint Bowling night with the Scouts.

After the Christmas break, we started the Scientist Badge. This was covered over the course of the term. Activities included Cress growing, Rocket making and Compass making. Volcano models were also made with the Cubs being able to make them erupt the following week. This was a messy, but very enjoyable evening as you can probably imagine. We ended the term with an evening at Lazer tag which was a well-earned evening of fun for the Cubs after a busy term of badgework.

Returning to Cubs after the Easter break, everyone was well rested and ready to start another term. So far this term, we have started covering the Pioneer Badge. We have been making rope, learning different types of knots and they have been introduced to Lashings to prepare them for our upcoming Group Summer Camp. We have also had a couple of evenings at Well End for Shelter building and Wide Games. As well as another evening at Phasels Wood to do the activity Cresta Run. Over the year we have also been covering different parts of their Challenge Badges.

There have been Cubs moving up to Scouts and new Cubs joining us from Beavers in addition to new members from outside the group. We are slowly growing, and currently we have 18 children in the Cub Section.

I would like to thank both Sarah and Baloo (Aaron) in planning and organising events over the past year, as well as the running the weekly evenings. We have sadly had to lose Aaron as a permanent Leader, due to move away for work. Thankfully though, we are lucky to still have him come back occasionally to help with events. A very big thank you also to Dave Smith from our District Team for helping with the Cub Section over the past term. Also, thank you to the rest of the Scouting Leaders Team for any help when it's been needed.

Yours in Scouting

Akela (Danielle) - Cub Team Leader – Deputy Group Lead Volunteer

Beavers Section Report July 2024

Members- The Beaver Colony currently has 16 members, with more asking to join each week. We have 6 moving up to Cubs in September.

Activities- We have had an action-packed year our young members have been working hard on obtaining lots of badges, but we hope they had lots of fun too. The Beavers have earned a whopping 231 Badges in total this year. We had 4 Beaver ready to receive their Chief Bronze Award.

The Beavers earned their Cycling Badge, having fun going up and down the driveway on their bikes. We also had a lot of fun doing our Money Skills Badge, with them earning money by doing jobs in the hut and then spending their money on sweet and toys at the Beaver Shop.

Events- We had 7 Beavers slept over at the hut in a Halloween Themed Sleepover. 6 of the Beavers went with the Squirrels on a Boat Trip in October. And to end the term we had 13 beavers go to Jump In at Christmas.

2 Beavers attended the District Beaver Badge Day earning their Experiment Badge. We have just had 12 Beavers joining in at Beavers In Tents. They slept in a field with 200 other Beavers in the County. We have 6 Beavers signed up for day camp at Tolmers Activity Centre.

Helpers and Leaders- I would like to say thank you to Terry and Sophie for all their help and to our Young Leaders Megan and Cain for helping as well. I'd also like to extend thanks to Peter and Jo for their help and support, with events and for their wisdom and knowledge.

A big thank you however, must go to all the Beavers for being such a lovely group of young people.

Yours in Scouting

Dawn Davey – Beaver Team Leader

Squirrels Section Report July 2024

Our Squirrels Section has now been running for two years. We have completed a full cycle of our 2-year programme with the last of our original Squirrels cohort who joined at 4 years old now moving on to Beavers! Numbers have been consistent.

Activities - Some of our activities included: Narrow Boat trip the children got to help operate the locks too. Christmas trip to Jump in. Nature walks and also have pond dipping and day visit to Beavers in Tents. In the hut we have enjoyed learning about aeroplanes and boats. Map reading and using media to tell stories.

Badges - Badges covered over the last year include: Let it Grow, Go Wild, Digital Citizen, Digital maker, Navigator, Air Activities, Nautical and First Aid.

Challenge Badges included: All Around us, All About Me, All about Adventure, All Together. We have also issued 3 Chief Scout Acorn Awards the top award for the section.

Sophie Perkins - Squirrels Team Leader

Treasurer's End of Year Report December 2023

Firstly, I would like to thank Susie Branigan, on behalf of the group who has scrutinised and examined the accounts for the group for the Year End December 2023.

The accounts have been approved by the trustee board and should be self-explanatory but there are a few observations I would like to make –

Our Venue maintenance was a lot higher than usual over £20,000.00 this is because we had to use some of our savings to repair our fire exit paths which cost around £17,000.00. This was a necessary expense as the movement in them was causing a safety issue.

Hall hirers are now doing well, with our regular hires covering the costs of day to day running. We have also open a second Business Instant Access account that had a higher interest for a year.

Lucia Kybakova -Treasurer

End of Year Report 31st December 2023

2023

2022

Income

Bank Interest	£258.12	£44.65
Donation	£557.96	£525.00
Events	£865.00	£200.00
Events - Beavers	£187.50	£275.00
Events - Cubs	£42.00	£268.00
Events - Scouts	£500.00	£420.00
Events - Squirrels	£403.00	£0.00
Expense Card Error	£9.99	£0.00
Fundraising	£288.51	£212.14
Gift Aid	£1,245.96	£0.00
Hall Hire	£3,812.50	£2,465.00
Local Government Grant	£500.00	£0.00
Membership Fees	£7,128.75	£5,257.68

Expense

Activity Equipment	£12.30	£676.89
Admin	£271.95	£993.94
AGM	£285.37	£81.58
Badges	£723.85	£0.00
Branding	£326.95	£442.18
Camping Equipment	£201.98	£0.00
Events	£1,297.45	£587.03
Events - Beavers	£134.44	£372.05
Events - Cubs	£40.00	£166.91
Events - Scouts	£582.00	£417.12
Events - Squirrels	£450.00	£63.88
Expense Card Error	£9.99	£0.00
Fundraising	£5.68	£0.00
Go Cardless Fee	£302.83	£212.27
Insurance	£957.92	£756.06
Investment & Scarfs	£163.90	£986.11
Leader Uniform	£0.00	£679.67
Meetings	£10.24	£19.85

Meetings - Beavers	£65.42	£107.15
Meetings - Cubs	£222.54	£151.80
Meetings - Scouts	£188.98	£100.58
Meetings - Squirrels	£122.51	£59.51
Membership Costs	£2,964.00	£1,956.25
Rent	£250.00	£250.00
Utilities	£2,593.34	£3,109.18
Venue Maintenance	£20,616.48	£2,583.87

Account balances

Current Account	£10,781.13	£12,907.33
Business Instant Access Acc	£216.94	£35,346.74
Petty Cash	£10.00	£40.00
Expense Account	£661.53	£414.28
Business Instant Access No.2	£20,037.92	£0.00

Summary

Account balance brought forward	£48,708.35	£53,814.76
Total income	£15,799.29	£9,667.47
Total expenditure	£32,800.12	£14,773.88
Net income	-£17,000.83	-£5,106.41
Account balance carried forward	£31,707.52	£48,708.35

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 29th February 2024 and signed on their behalf by J Robinson – Chair & L Kybakova – Treasurer

Scrutineer's Report to the Trustees of the 7th Borehamwood Scout Council

I report on the accounts of the Group for the year ended 31st December 2023.

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out in this report.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: Susie Branigan
Address: 8 Scrubbits Park Road, Radlett. Herts WD7 8JP
Date: 11/02/2024

Open Vote Selection for the Trustee Board

This year we are holding our first Open vote selection process. In an open selection process, Trustee vacancies are advertised publicly to try and reach a wider range of potential applicants. This gives more people the chance to consider the opportunities and express interest, while increasing the mix of skills and experiences on a Trustee Board.

Using an open selection process to find Trustees is very common in the charity sector. Open selection can increase the diversity of a Trustee Board by making other people aware, keeping the process transparent, and removing potential conflict of interests such as where Lead Volunteers previously nominated a Chair.

Moving forward there are no longer any nominated members on the Trustee Board except for our Group Lead Volunteer, Peter. We have advertised for Trustee members via our social media page and emails to the whole Scout Council.

Everyone below is wishing to be voted onto the Trustee Board for 3 years. Board members will be voted in by our Scout Council at our AGM. The out-going Trustee Board has agreed that Trustee Board will have no more than 9 members being voted in this year. With the option to co-op one more member throughout the year, should we require certain skills on the board.

Ex-officio member- Peter Perkins Group Lead Volunteer

Group Chair – Joanna Robinson

Treasurer- Lucia Kybakova

Trustees – Danielle Dorsett, Sophie Perkins, Dawn Davey, Louise Hills, Duncan Tate, Danielle Regev.