

**MINUTES OF THE ANNUAL GENERAL MEETING  
OF THE SEVENOAKS DISTRICT SCOUT COUNCIL**

**HELD AT THE HEADQUARTERS OF**

**3<sup>rd</sup> Sevenoaks (Riverhead & Dunton Green) Scout Group  
On TUESDAY, 21<sup>th</sup> June 2016**

The evening commenced at 7.30pm with refreshments provided by members of the Sevenoaks District Active Support.

The business part of the Annual General Meeting commenced at 8.00pm with the Agenda displayed in power point format.

The District Chairman, Andrew Holland, welcomed everyone to the meeting, particularly the company of The Worshipful Mayor of Sevenoaks, Cllr. Andrew Eyre, The Vice-Chairman of Sevenoaks District Council, Cllr. Larry Abraham and The County Commissioner of Kent, Dean Harding, followed by introductions of those at the table . Vicky Fraser (Treasurer), Jeanette Schwarz (Secretary), Andrew Holland (Chairman), Lesley Rutter (District Commissioner), Dean Harding (CC) and Dudley Barrow (District President).

**1. Apologies for Absence**

These were received from:

Barbara Weekes (7<sup>th</sup>); Mrs Susan Bates and Mrs Trudi Bowen (joint Sevenoaks Guides District Commissioners); Lorna Baker (16<sup>th</sup>); Chris Mears (7<sup>th</sup>); Ken Cooper (7<sup>th</sup>); Carl Ellmer (4<sup>th</sup>); Russell Porter (17<sup>th</sup>); Gaynor Perry (1<sup>st</sup>); Ricky Iles (1<sup>st</sup>); Terry Willows (1<sup>st</sup>); Chris Ball (4<sup>th</sup>); Andy Tyrrell-Clark (1<sup>st</sup>); Liz Field (ADC-BS); Katie McCreadie (Network Commissioner).

**2. Minutes of the 2015 AGM**

These were not read as they had been widely circulated prior to the meeting. There were no matters arising.

Michael Dreksler proposed the Minutes of the 2015 AGM be accepted by the meeting; Richard Parry seconded the proposal and the meeting voted in favour of the proposal.

**3. Approval of:**

- a) The Annual Report to 31<sup>st</sup> March 2016;**
- b) The Accounts for the year ending 29<sup>th</sup> February 2016.**

- a) The Annual Report for the year ending 31 March 2016 had been well circulated and copies made available prior to the meeting. Andrew acknowledged recent receipt of the Active Support Report which will, along with minor amendments to the final page, be included in the Annual Report.

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- b) The District Accounts for the year ending 29 February 2016 had been circulated prior to the meeting.

The District Treasurer, Victoria Fraser, addressed the meeting .

The 2015/16 accounts show net payments of £37. Total cash funds excluding investments therefore remained consistent with last year at £35k of which £9k is either due to creditors or is committed cash funds held in reserve for future events. Subscriptions retained by District (excluding Explorers) had a slight increase year on year with a rise in subscriptions from £5 to £5.70 and the number paying subscriptions increased from 1,046 to 1,060.

The following are notable receipts and payments in the accounts this year:

**RECEIPTS:**

2015 Jamboree - £779

This receipt reflects timing differences for cashflows associated with the Jamboree. There are no further receipts or payments expected for this event. The balance sheet shows the first accrual towards the 2019 Jamboree.

District Explorers Gift Aid - £2,499

Explorers received a Gift Aid claim for membership subscriptions made by parents who complete the gift aid request. This is retained by Explorers and used towards their programme costs.

**PAYMENTS:**

MAG7 - £644

Some late expenses were received in 2015/16 for MAG7. These still left a surplus income from the event (held in 2014). As a result of the late claims we are also reviewing procedures to try and ensure that expense claims are submitted on a more timely basis going forward. A recent email query from Chris Mears in this regard on Accounts addressed by email accordingly.

Premises repairs and renewals - £1,247

Includes £956 for wiring and lighting work to Halstead Scout Hut.

**SECTION ACTIVITIES:**

The main section activities are shown in a note to the accounts. Explorers show a net deficit due to timing differences between income and expenditure cashflows. In addition subscriptions and gift aid received which is shown elsewhere in the accounts will be used to offset some of these costs.

**2016/17 BUDGET:**

When preparing the budget for 2016/17, we continued on the same basis as last year and agreed that general running costs should be covered by the annual subscription, while capital expenditure should be covered by existing reserves. We also had to take

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into account that only youth members are to pay subscriptions which meant that 940 people paid District fees this year compared to 1,060 last year. Subscriptions were therefore set at £7.00 per person.

Finally, I would like to thank Alan Copleston for his external review of the accounts.

Andrew interjected a query received from Chris Mears for the attention of the Finance sub-Committee relating to the MAG7 expenses within the Accounts has been addressed accordingly by Vicky.

Hugh Field proposed and Michael Schwarz seconded the Annual Report and Accounts to the meeting; these were accepted by the meeting.

### **4. Acknowledgements by District Chairman**

Andrew Holland addressed the meeting, expressing his gratitude to adults in uniform and administration who, as sectional leadership teams and group executive members across the District, give an incredible amount of time to support Scouting locally.

Andrew wished to name some specific members at District:-

- Pat Crawley and the Active Support members providing assistance at various Sectional and District Events.
- Chris Barrow and Rose Mears with all members of the Appointments Advisory Committee.
- Carole Hills who manages administration of the District Annual Reports and Accounts, St George's Service sheets and other documents requiring photocopying and circulation by snail mail throughout the year.
- Vicky Fraser who managed to get to grips within the District Accounts as Treasurer during the past year, especially getting the Year End accounts complete. Unfortunately, Vicky has other commitments so will be unable to continue in this role after this summer.

### **5. Approval of the nominations by the District Commissioner and the District Executive Committee of elected members of the District Scout Council**

*(Those holding a scouting role in District are members of the District Scout Council and may nominate non-scouters for election to the District Scout Council, the electoral body to which the District Executive Committee is accountable and supports Scouting in the District.)*

Andrew Holland directed the meeting to the names given on the screen and read out the nominations of elected members to the District Scout Council are:-

Caroline Penollar, Alan Copleston, David Buckle, John London, John Scholey, Carole Hills and Barry Sharp.

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### **Also for co-option to the District Scout Council:**

Mrs Jane Cooper (The Girlguiding Knole Division Commissioner) and Commissioners of the three Girlguiding Districts .

Holmesdale District - Mrs Gillian Simpkins;

Kemsing & Otford District . Mrs Sarah Norsworthy and Mrs Jane Woodrow-Clark;

Sevenoaks District - Mrs Susan Bates and Mrs Trudi Bowen.

### **Also, Confirmation of Sevenoaks District Scouts President and Vice Presidents:**

District President: Dudley Barrow, MBE.

Vice Presidents: David Reburn and Michael Fallon, MP.

The meeting approved the nominations of all those named above.

### **6. Approval of the District Commissioner's nomination of District Chairman**

The District Commissioner, Mrs. Lesley Rutter, took the chair and thanked Andrew Holland for managing the District Chairman role over the last few years and, following his agreement to continue for the foreseeable future, delighted to nominate Andrew Holland as the District Chairman.

The meeting unanimously approved the nomination.

### **7. Election of District Secretary**

Andrew Holland recommended to the meeting the re-election of Jeanette Schwarz as District Secretary and the meeting unanimously approved the nomination.

### **8. Election of District Treasurer**

Andrew Holland stated this role will become vacant after the summer so matter carried over whilst the search progresses.

### **9. Election of five members of the District Executive Committee**

Andrew Holland directed the meeting to the names given on the screen and read out the following nominations to the District Executive Committee (four names only):-

Michael Schwarz, John Talbot, Chris McCann and Robert Downard.

Andrew asked the meeting if they could block vote those previously named. The meeting agreed. Richard Parry proposed, Michael Dreksler seconded and the meeting all in favour of the nominations.

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### **10. Approval of the District Commissioner's nominations of five members of the District Executive Committee**

Andrew Holland directed the meeting to the names given on the screen and read out the following District Commissioner's nominations to the District Executive Committee (four names only):-

Michael Dreksler, Rose Mears, Caroline O'Mahony and Richard Parry.

In addition, Andrew confirmed Ms. Kelly Williams agreed to continue as the Youth Representative on the District Executive Committee.

Andrew proposed the meeting accept the District Commissioner's nominations and the meeting approved collectively.

### **11. Appointment of Auditor**

Andrew Holland informed the meeting that Alan Copleston kindly agreed to continue acting as District Auditor for the coming year's accounts.

The meeting collectively approved the appointment.

### **12. District Commissioner**

Lesley Rutter addressed the meeting and thanked everyone supporting Scouting across the District with particular reference to .

- Jeanette and Chris for managing the Scout Shop throughout the year, stating her intension to push this resource across the District for the coming year . a valuable income for the District so watch this space;
- All the District Executive Committee members for their support during the year;
- The District Team and ADCs for supporting District, Groups and Sections;
- Hugh and Caroline for their support during a difficult 12 months;

Finally, to all Leaders in District who should be justifiably proud of all we deliver in Scouting and will continue to support for many more years to come.

Lesley invited the County Commissioner, Dean Harding to say a few words .

Dean Harding welcomed the Town Mayor and Sevenoaks District Council representative and personally thanked both for supporting Scouting locally.

Dean also wanted to add his thanks to Lesley's Team, Andrew, Jeanette, Vicky and all Leaders in the room for delivering Scouting to over 1000 young people in Sevenoaks District . it would be interesting to calculate the cost if these were paid roles and the number of years collectively given by all present. Dean then addressed the Explorers to give their support . they responded heartedly in clapping their hands.

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Dean asked Lesley how many years she had served as DC to which Lesley responded three years of the five+ to which Dean gave reference to another agenda of DC reviews looming too. Dean realised it is challenging leading a District of such size, many will have opinions and it is tough at the top having been in the DC role himself but asked the meeting to join him and thank Lesley for all she had done over the last 12 months.

Dean continued by setting out one of his goals as CC .

- to give Scouting to every young person that wants it.

We have a number of waiting lists within County and, although he had not done his homework, aware this particular Group (3<sup>rd</sup> Sevenoaks) had waiting list issues in the past but we must work hard to get all young people involved in Scouting. This will involve more adults so it is down to all in the room to generate growth. At present unaware how the District rewards current growth but the plan being for County to Award a Development Trophy for the Group with largest growth over next year. DCs will find out more about this on 2<sup>nd</sup> July.

Dean concluded in thanking all the young people in attendance - he had not seen as many young people attend an AGM. Without these young people we adults would not have fun or enjoy our Scouting. So my challenge to you young people is tell your friends and not be ashamed to share your Scouting+.

### **13. Any Other Business**

No other items of business appropriate to the AGM received.

Andrew thanked everyone for attending and closed the business part of the AGM at 20:25 hours (8.25pm).

### **ANNUAL AWARDS AND PRIZE-GIVING CEREMONY**

The District Commissioner, Lesley Rutter and the District President, Dudley Barrow made the following presentations:

- a) Wood Badge Awards . John Talbot and Hugh Field.
- b) 20 YearsqService Awards . Sheila Burgin.
- c) 25 YearsqService Awards . Jonathan Booth.
- d) 30 YearsqService Awards . Ann Bishop.
- e) Chief Scouts Commendation Award . presented at the 3<sup>rd</sup> Sevenoaks Groupq AGM on Sunday 19<sup>th</sup> June to Andrew Holland.

The County Commissioner, Dean Harding and the District President, Dudley Barrow presented Lesley Rutter with the Award of Merit.

The District Commissioner, Lesley Rutter and the County Commissioner, Dean Harding made the following presentations:

- a) Awards of Merit .

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Fred Webb; Ian Kilner; Graham Still; Barry Sharp; Caroline O'Mahony; Alan Hindley; Duncan Harper; Ros Hitchings; Hugh Field.

The District Explorer Commissioner, Hugh Field addressed the meeting with a synopsis of links between Chief Scout Awards, Duke of Edinburgh Awards and Queen Scout Awards currently available to young people between 14-25 years of age.

The County Commissioner, Dean Harding, and the Town Mayor, Cllr. Andrew Eyre made the following youth award presentations:

- a) Chief Scout Platinum Award and DofE Bronze Award .  
Anthony Denton; Claire da Silva; David Casson; Harry Maw; Paul Durbaba.
- b) Chief Scout Diamond Award and DofE Silver Award .  
Kelly Williams.

**WORLD SCOUT JAMBOREE 2015 PRESENTATION:**

The District Explorer Scout Commissioner, Hugh Field introduced 3 contingent members of the 2015 World Scout Jamboree .

Anthony Denton, Aurelia Blee and Tommy Mack presented their highlights and experiences leading up to, during and following the WSJ2015 in Japan.

**The evening closed at 21:05 (9.05 pm).**

**Attachement – PDF document “2016AGM-attendance”**