

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

HELD AT THE HEADQUARTERS OF

**4th Sevenoaks (St John's) Scout Group
On TUESDAY, 13th June 2017**

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

The business part of the Annual General Meeting commenced at 8.00pm.

The District Chairman, Andrew Holland, welcomed everyone to the meeting, particularly the company of The Deputy Mayor of Sevenoaks, Cllr. Roderick Hogarth, The Chairman of Sevenoaks District Council, Cllr. Larry Abraham, The Kent Scouts County Chairman, Des Harris and the two County Youth Commissioners, Nat Forester and Liam Starling, followed by introductions of those at the table – Des Harris (representing Kent Scouts), Inga Heath (District Treasurer), Andrew Holland (District Chairman), Jeanette Schwarz (District Secretary), Hugh Field (acting District Commissioner), and Dudley Barrow (District President).

1. Apologies for Absence

These were received from:

Rev. Angus MacLeay; Mrs Jane Woodrow-Clark and Mrs Sarah Norsworthy (joint Guides District Commissioners – Otford and Kemsing); The Worshipful Mayor of Sevenoaks, Cllr. Maxine Chakowa; Chris Barrow (12th); Mrs Gwen Cooley (SDAS); Michael Dreksler (4th); Alan Copleston; Russell Porter (17th); Sarah Clubley (12th); Ian Crowthall (12th); Bernie Wright (12th).

2. Minutes of the 2016 AGM

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

Andrew Holland recommended the meeting accept the Minutes of the 2016 Annual General Meeting. Richard Parry proposed these Minutes be accepted by the meeting; Caroline O'Mahony seconded the proposal and the meeting voted in favour of the proposal.

3. Approval of the Annual Report to 31st March 2017

The Annual Report for the year ending 31 March 2017 previously circulated and further copies made available prior to the meeting commencing.

The acting District Commissioner, Hugh Field, addressed the meeting to acknowledge an error made on page 4 within the first paragraph the last sentence should read "... Group Award presented to the 4th Sevenoaks (St.John's) Scout Group."

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

Andrew Holland recommended to the meeting that with the amendment made to page 4 of this document the meeting approve the Annual Report. Richard Everest proposed the Annual Report be accepted by the meeting; Rose Mears seconded the proposal and the meeting voted in favour of the proposal.

4. Approval of the Accounts for the year ending 28th February 2017 (draft)

Andrew Holland addressed the meeting to advise reason of Draft District Accounts for the year ending 28 February 2017 only being available and introduced the newly appointed District Treasurer, Inga Heath, who managed to pull the appropriate details together in an extremely short timescale.

The District Treasurer, Inga Heath, addressed the meeting –

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

Membership subscriptions

This receipt of £39,507 based on 1,125 members of which 940 are fee paying (youth members only). In the year 15/16 the subs were based on 1085 members all fee paying. The fee to County and HQ in 16/17 was £35.50 versus £29.50 last year. Net fees are £8,481 this year compared to £5,992 last year.

Fundraising Income and expenses

District Beavers – Income was £2,652 this year with corresponding costs of £2,343; this was income and expenses from the Gilwell Fun Day and Birthday Camp.

District Cubs – Income was £2,013 and expenses were £1,604; this was mainly the Pinewood Rally and Downe Camp.

District Explorers – Income of £13,223 with related expenses of £10,777 was mainly based on income and expenses for the Switzerland Camp trip however the income is a little higher because some income is from the previous year's camps.

District Shop – Income £12,508 with expenses of £11,029 mainly for stock.

St. George's Day Parade – raised £391 and was distributed between Porchlight/Shelterbox/Campaigners and St Nicholas Church.

Investment Income

Dividend income from the Charities Investment fund units is £1,507 and the dividends are paid on a quarterly basis.

Cash and Assets

The bank accounts stand at £42,399 as opposed to last year which was £35,056.

The units invested in the COIF which originally cost £19,783 are now valued at £44,983.

Land and Buildings of £3,273 are the buildings (or land) at Sundridge/1st/Seal/7th/Halstead.

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

As Treasurer I need to clarify the monies kept aside for Jamboree and Camps, etc., but there is £5,192 in the Lloyds account which I believe is for future camps.

A member from the floor queried the reason for over £42,000 being retained by District to which Andrew explained a certain amount of liquidity required for District expenses, for example, the District able to progress subscription payments to County and HQ where groups slow making payment to District in this regard.

Andrew Holland thanked Inga for admirably producing draft Accounts in time for the District AGM and confirmed that Alan Copleston, prior to his working vacation, managed to complete his external review of the accounts. Andrew recommended the approval of the meeting and stated these Accounts to be signed off at the next District Executive Committee Meeting scheduled in July 2017.

Julie Madden proposed and Carl Ellmer seconded the Annual Accounts be accepted by the meeting; the meeting voted in favour of the proposal.

5. Acknowledgements by District Chairman

Andrew Holland addressed the meeting to express his gratitude to –

- All the uniformed leaders who put in the hours week after week;
- The Active Support members, especially Pat Crawley and her team who have provided the refreshments tonight;
- Chris Barrow and Rose Mears together with all members of their team for their work on the Appointments Advisory Committee;
- Carole Hills for her hard work with the photocopier before St. George's Day and the Annual General Meeting;
- Inga Heath for volunteering to fill the vacant roll of Treasurer. She has tackled the substantial challenge of getting on top of the accounts after a period in limbo and has got them to the stage where a draft can be put before the AGM.
- I would also like to pay tribute to Lesley, who stood down as District Commissioner in December 2016 after four and a half years in post. In her period as District Commissioner she has faced a number of challenges which together with personal issues detracted from her enjoyment of scouting and affected her health. Never-the-less her energy and commitment never wavered and I am delighted to say she is back firing on all cylinders as Group Scout Leader of the Otford Group. Andrew presented Lesley with flowers and wine.

Lesley addressed the meeting to thank all who commit their time freely to Scouting and offer her regret leaving with half the job done although the census numbers very pleasing – a personal note of thanks for all your support.

- I would also like to thank Hugh and Caroline who stepped into the breach as acting District Commissioners on Lesley's departure. As you all know, Caroline will continue as part of the new Team

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

DC while Hugh will stand down tonight. He has shown great commitment in a short time and I know we would like to show our appreciation. Andrew presented Hugh with a 'good bottle'.

6. 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 read out the nominations of elected members to the District Scout Council as:-

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

Also for co-option to the District Scout Council:

Mrs Jane Cooper (The Girl Guiding Knole Division Commissioner);
Also the four Girl Guiding District Commissioners –
Mrs Sarah Norsworthy and Mrs Jane Woodrow-Clark (Kemsing and Otford District);
Mrs Susan Bates and Mrs Trudi Bowen (Sevenoaks District).

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

District President: Dudley Barrow, MBE.
Vice Presidents: David Reburn and Michael Fallon, MP.

Kevin Crawley proposed the aforesaid nominations be approved by the meeting; Julie Madden seconded the proposal and the meeting all in favour of those named above.

7. Approval of the District Commissioner's nomination of District Chairman

The acting District Commissioner, Hugh Field, took the chair briefly to thank Andrew Holland for managing the District Chairman role and following his agreement to continue for another year nominated Andrew Holland as the District Chairman.

The meeting unanimously approved the nomination.

8. Election of District Secretary

Andrew Holland recommended to the meeting the re-election of Jeanette Schwarz as District Secretary; Richard Parry proposed the re-election be approved by the meeting; Barbara Weekes and Pat Crawley seconded the proposal and the meeting unanimously approved the re-election.

9. Election of District Treasurer

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

Andrew Holland recommended to the meeting the election of Inga Heath as District Treasurer; Chris McCann proposed the election be approved by the meeting; Michael Schwarz seconded the proposal and the meeting unanimously approved the election.

10. Election of five members of the District Executive Committee

Andrew Holland read out the following nominations received by the 1st June 2017 to the District Executive Committee (four names only):-

Rose Mears, Michael Schwarz, Anthony Hitchings and Hugh Field.

Andrew requested the meeting to block vote those previously named and the meeting agreed. Barbara Weekes proposed, Julie Madden seconded and the meeting voted unanimously in favour of these nominations.

11. Approval of the District Commissioner's nominations of five members of the District Executive Committee

Andrew Holland read out the following District Commissioner's nominations to the District Executive Committee (four names only):-

Bertie Downard, Richard Parry, Nick Roberts and Russell Porter.

Andrew recommended the meeting accept the District Commissioner's nominations and the meeting approved unanimously.

12. Appointment of Auditor

Andrew Holland informed the meeting that Alan Copleston kindly agreed to continue acting as District Auditor for the forthcoming year's accounts and the meeting collectively approved the appointment.

13. District Commissioner

Hugh Field addressed the meeting as acting District Commissioner and thanked everyone for their support in the last six months; it had been a pleasure to serve Sevenoaks District Scouts and this would be his last AGM as he and his family plan to go to New Zealand next year.

Hugh invited the two County Youth Commissioners, Nat Forester and Liam Starling, to assist with presenting to Jem Arnold the Chief Scout's Diamond Award and Silver Duke of Edinburgh Award.

Hugh then presented the following –

- 15 years Long Service Award to Ali Miller;
- 40 years Long Service Award to Pat Crawley;
- Chief Scout's Commendation for Good Service to Michael Schwarz;

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

- Wood Beads to Lesley Rutter and Jo Brookbank;

Hugh invited Liz Field to present the following –

- Wood Beads to Shelley Williams (Liz instrumental support throughout Shelley's training);

Hugh continued by investing and welcoming the three Wood Bead recipients into the 1st Gilwell Scout Group - everyone renewed their Scout Promise.

Hugh invited Des Harding, Kent Scouts County Chairman, to present the following –

- Medal of Merit in recognition of outstanding service to Liz Field.

Hugh addressed the meeting by mentioning that scouting enables young people to learn new skills and we adults should smile as they are our future and we give every young person the opportunity to be good in life; it has been a pleasure to look after the District in the interim and now to hand over to the DCs in Quadruma – Caroline O'Mahony, Michael Dreksler, Jo Brookbank and Chris McCann; please note their flyer on the seats inviting you to "meet the DC team and shape the future of our District".

Finally, please note an email circulating today but also make a note in your diaries for the next Mag7/2018 Camp to be held over the weekend of the first Bank Holiday in May – 4th, 5th, 6th and 7th May 2018.

14. County Commissioner's representatives

Des Harding, Kent Scouts County Chairman, addressed the meeting, focusing on special volunteers who give a lifetime's commitment to scouting providing outstanding service for our youth – without whom scouting could not achieve the Chief Scout's Awards, the Duke of Edinburgh Awards, Leadership Awards and International Camps. Scouting aims to encourage world peace and understanding and volunteers provide wisdom, experience and patience whilst supporting youth membership; through having fun and building friendships making a positive difference in their lives you volunteers build confidence and aspirations which is a positive force for good in the world. So thank you all on behalf of the County Commissioner and the Chief Scout – thank you for all the hours and time given up, you are the foundation stones for young people in Sevenoaks.

Des went on to present certificates to the Groups in Sevenoaks that helped grow scouting in Kent – 3rd, 4th, 6th, 9th 12th and 17th – and to the Group that grew the most in the District, the 16th Sevenoaks (Ide Hill) Scout Group, a County Trophy (this trophy to be presented every year on behalf of County).

Nat Forester and Liam Starling, County Youth Commissioners, both expressed their thanks to the meeting; delighted that Kelly Williams now Sevenoaks Youth Commissioner, promoted the forthcoming Annual Youth Conference on 9th September 2017 and the #weshapekent page.

13. Any Other Business

Vacancy Boards: Jo Brookbank informed all groups these now available for collection after the Meeting.

Des Harris and Jo Brookbank presented Hugh Field with an engraved "Scouts" tankard and thanked him for his attentive diligence as acting District Commissioner.

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

No other items of business appropriate to the AGM received.

Andrew thanked everyone for attending and closed the business part of the AGM at 20:50 hours (8.50pm).

Attachment – PDF document “2017AGM-attendance”

Attachment – Annual Report 2016/17 (Revised)