



WARWICKSHIRE SCOUT COUNCIL

Minutes of Annual General Meeting held on Saturday 30 September 2023, at Alfrey Activity Centre.

Attendees: Lesley Allen, Nathan Barnard, Holly Barnes, Willow Barnes, Zee Barnes, Rory Bass, Stuart Beaver, Shenagh Booth, David Booth, Jo-Ann Bramston, David Bramston, Michelle Brierley, Roger Brown, Andy Buckley, Matt Byford, Kate Catling, Katrina Collie, Reece Cotterell, Angus Currie, C Domville, Graham Duffen Faye Gould, Tony Guy, Nigel Hailey, Amy Hanson, Vicky Hawyes, Neil Hayes, Gavin Hobbs, Graham Howe, Vivienne Jones, David Kelham, Owen Kelly, Megan Kendall, Natalie Kenny, Nicola Kent, Dean Lobo, Sophie Louth, Belinda Lowe, Shaun Marshall, Sam Marshall, Lucy Mathers, Christine McIntosh, Emily Millard, Jonathan Miller, Edd Moss, Marian Neville, Pat Oldham, Katy Page, Claire Philpot, Shirley Prenton-Jones, , Angela Reading-East, Linda Revill, Phil Revill, Martin Russell, Toby Russell, Mark Sarus, Brogan Scutt, Annabel Shackleton, Paul Skipper, Sam Smith, Lynda Spratt, Richard Staveley, Ben Steele, Fiona Stones, Dawn Stringer, Robert Swindell, Alvin Tan, Paul Wakeley, Andy Walker, Matt Wareham, Andrew Wasley, Bridget Winstanley,

1. Welcome:

Andy Walker (AW) as Chair welcomed everyone to meeting including David Kelham, Deputy Lieutenant & Bridget Winstanley our Vice President and thanked the Alfrey activity centre for hosting the weekend.

2. Apologies for absence:

Brian Friar, Mark Payne, Dawn Grice, Dan Potter, Douglas Falconbridge, Paul Blackmore & Stuart Heaton.

3. Approval of minutes of previous AGM held 1st October 2022:

The minutes had been circulated prior to the meeting and made available on the County Website. AW proposed that they were taken as read and that they are a true record of that meeting, seconded by Tony Guy and approved by the meeting.

4. Matters arising:

None

5. Governance topics

The Chair noted that this part of the meeting is a necessary part to make sure that the charity's foundations are in good order.

5a. Adoption of model constitution from Policy, Organisation and Rules (POR)

The Chair proposed that in line with the recommendation from Scout Headquarters the County adopts the model constitution from Chapter 5 of POR. Seconded by Sam Marshall and approved by the meeting.

5b. To note the County's financial year

The meeting was asked to note that the charity's financial year is 1st April to 31st March; no vote was required.

5c. Agree the number of members that may be elected to the Trustee Board

The Chair informed that meeting that the County Scout Council must agree at its AGM the number of people that can be elected to the Trustee Board. The recommendation from the outgoing Trustee Board is that six people can be elected. The Chair proposed that the County Scout Council approved that recommendation, noting that this is part of a transitional arrangement, to allow us to continue with the current district representation model, ahead of further changes to POR expect in the next twelve months.

Mark Earles noted that there are 8 Districts in the County but that POR, states that the District should nominate representative for County; which is misaligned with only 6 elected people.

Paul Wakeley explained that whilst 6 is the maximum number of elected members there is also the ability to include nominated members (up to a maximum of 6. As a transitional arrangement all 8 Districts will continue to sit on the Board (6 elected, 2 nominated), but that this is a transitional arrangement as the expectation is that this will move to a smaller set which will be agreed (subject to POR updates) in the coming year.

Proposed by Andy Walker, Seconded by Katrina Collie and approved by the meeting.

5d. Agree the quorum for each of the County Scout Council (including this AGM), meetings of the County Trustee Board, meetings of any sub-committees

The Chair noted that the County Scout Council must agree at its AGM the quorum, the minimum number that must be present at a meeting of the County Scout Council. The recommendation from the outgoing Trustee Board is that the quorum should be set at 15 persons. The proposal was seconded Mark Earles, and approved by the meeting

The meeting must also agree the quorum for Trustee Board meetings, and any sub-committee meetings. The Chair noted that Charity Commission statement of good practice is that the Trustee Board quorum should be set at one third of Trustee Board members plus one and that the that the sub-committee quorum should be set at one third of Trustee Board members plus one. The recommendation from the outgoing Trustee Board is that the quorum should be set the Charity Commission good practice statement. The County Scout Council was asked to approve that recommendation, seconded Tony Guy, and approved by the meeting.

6. Review of the Previous year

6a. County Commissioner's Review of Scouting in the County

The CC took to the floor to review the year and began by showing a short video which had been shown at the National AGM

The CC reflected that the great County of Warwickshire is in good health, we are growing, with more young people in scouting than a year ago, (up 5% YoY), with c.1500 volunteers; not quite back to pre-covid. There are ambitious plans across Groups and Districts to grow and there are now Squirrels – across 6 Districts.

Community Impact: Members of the County have been active in the local and wider communities with representatives supporting activities such as the lying in State of Her Majesty, the Big Help Out, and other Coronation activities. Members have also been out and about internationally this year with trips to the WSJ in Korea as participants, IST and CMT support, plus trips to places such as France, Holland and Switzerland. The meeting watched a short montage video from one of the Warwickshire WSJ units.

The County continues to strive to make scouting young shaped; the County Youth Commissioners have worked locally and across the region to build on this, both have now stepped down and we are actively looking to replace them.

4 members of Warwickshire Scout participated in the National Scout and Guide Orchestra and 8 have been awarded the Queens / Kings Scout award.

Making good progress on safety and safeguarding compliance – 3.5% non-compliance against target of 2%. Please do when asked, not just a tick in the box exercise, it reminds us how to keep ourselves and our young people safe.

Turning to transformation the CC noted that we are transitioning as an organisation to make volunteering simpler, we want to make volunteering easier and fun, and to retain and attract volunteers. Welcome conversations and a more engaging learning experience will be introduced and as an organisation we will simplify how we volunteer together; a team based approach. There is a new structure being introduced, but it's actually not radically different from before, but there are changes! The CC thanked all volunteers, who it was acknowledged are all working hard to deliver skills for life

There have been a number of changes in the County team, Paul thanked Nigel Hailey who stepped down as CC after 7 years but has continued to support as Acting DC for West Warwickshire. Katrina was thanked, as she steps down from her Deputy County Commissioner role, and will now move on to be Acting DC for Stratford. Christine will hand over reins as ACC, and Ruth Slaney and Matt Friar will stand down as County Youth Commissioners.

Andy Walker then thanked Paul for becoming Warwickshire's new County Commissioner

6b. To receive and consider the Annual Report of the County Trustee Board including the annual Statement of Accounts

Phill noted that the accounts are still with accountants, with various events this year turnover has exceeded £250k, so we need to meet a different set of requirements. It was confirmed that

the accountants are happy with the figures, but we need to now provide more information as part of filing

Phil Revil then proceeded to give an explanation of accounts to year ending 31/03/2023.

Gross income double over prior year – primary due to Get In, GS90, Alfrey returned to a more normal year (trebled on prior year, but back to normal pre-COVID years), WAGS also had a good year

Overall the County spent out c.£13k of reserves to support Get in, facilities, training. WAGS had a £7k surplus, verses a normal level of around £2k/£3k. GS90 netted to zero, with any surplus donated to the Ralph Reader memorial fund. Alfrey more normal surplus of £3k, all of which resulted in a net surplus of £7k.

Reserves fall into two categories, those designated for certain reasons; restoration fund, Alfrey lease, seed capital which is c.40% of overall funds.

General reserve c.4/5 years ago – were too high at £70k, County have slowly been using those reserves, with excess now down to a more appropriate £13k. Alfrey reserve at £150k, if we renew lease want to have money to invest and improve the site. Sat on £300k of reserves but with very specific reasons, and sensible to maintain those.

Graham Howe queried why had debtors had increased? Phill confirmed we account for events in years that they occurred, had paid in most of the money in, but at that point in time, could still be debtors to be paid, will have unwound by the end of next year..

Designated reserve for Alfrey, not specifically assigned yet so need to stay as they are to align to specific financial rules

Andy Walker thanked Phil for his diligence in managing the finances.

It was noted that the Council is not required to vote on the financial report, only to receive and consider it.

7. Making appointments

The Chair advised those present that this part of the meeting sets the charity up to be well-led during the period until the next AGM. The County Scout Council will appoint a Trustee Board to ensure good governance for the charity over the coming year.

7a. To approve the County Commissioner's nomination of the County Chair

The Chair temporarily handed the chairmanship of the meeting to the County Commissioner. Paul asked Andy Walker if was happy to continue in the role of County Chair, which he confirmed he was, a show of hands confirmed that the meeting supported this

7b. To elect the County Secretary

The Chair noted that the County Secretary is an elected appointment. Dawn Grice has been nominated to fill this role; proposed by Phill Revill, Seconded Paul Wakeley, Since there were no other nominations by the closing date a show of hands confirmed Dawn's election.

7c. To elect the County Treasurer

Andy Walker noted that the 'County Treasurer' is an elected appointment and, as required, Phil Revill has been nominated. No further nominations were received. Phil's appointment was proposed by Sam Marshall, seconded David Booth, and by a show of hands carried by the meeting.

7d. To elect persons to the County Trustee Board

The Secretary noted that the following have been formally proposed and seconded in writing to form the County Trustee Board:

- Steven Wright – Atherstone
- Kevin Haynes - Nuneaton
- Mark Earles- Kenilworth
- Brian Friar - Leamington
- Tony Guy – Stratford-upon-Avon
- Mike Dean – West Warwickshire

These were formally proposed by Paul Wakely and seconded by Andy Walker, and a show of hands by the meeting confirmed their election.

7e. To approve the County Commissioner's nominations to the County Trustee Board.

Paul Wakely confirmed his nominations to the County Trustee Board were as follows:

- Sam Marshall – DCC Programme
- Michelle Brierley - DCC Adult Support
- Paul Skipper – Campsite Warden

It was noted that there remained two vacancies on the County Trustee Board, which the CC proposed were filled by Warwick and Rugby Districts who would need to confirm names. This was carried by the meeting.

The Chair thanks the Trustees for their work during the year, and particularly those members who are standing down, especially David Colledge, Katrina Collie, Paul Blackmore and Michelle Brierley

7f. To appoint the Independent Examiner

The meeting was then asked to approval the appointment of an independent examiner, Phil Revill noted that Mark Harwood and Co of Warwick, provide good independent but also supportive and advisory skills and he recommend we reappoint for the coming year. Seconded by Jo-Ann Bramston and by a show of hands carried by the meeting.

7g. To elect representatives of the County Scout Council to represent the County on the Council of The Scout Association

Under rule 6.5 of Policy, Organisation and Rules we are required to elect representatives of the County to the Council of The Scout Association.

We are required to elect one as members of the Council of The Scout Association, and one as 18-24 members of the Council of The Scout Association. Nigel Hailey has been nominated and seconded respectively. Our 18-24 member will be drawn from the Team County Youth Commissioner once they are in post (and one County Youth Commissioner sits ex-officio)

This proposal was carried unanimously by the meeting

8. Address by David Kelham

David Kelham the Deputy Lord Lieutenant was then invited to say a few words, he began by passing on apologies from Tim Cox. It is a personal regret of David that his career as a scout stopped when he left short trousers, never having made it beyond cubs, he commented how valuable some of the skills for life would have been. There is a true appreciation in the County of the value of all youth organizations, with David noting how organised and well-resourced Warwickshire Scouts is. On behalf of the lieutenancy he thanked all 1500 volunteers who night in, night out make it all happen.

9. Closing Remarks

The Chair then brought the meeting to close thanking David and Bridget, the entire Scout Council, all the Officers and Board members for attending.

Meeting closed 17.24