

**Minutes of 38th Annual General Meeting of
1st Woosehill Group Scout Council
16:30, Saturday, 6th July 2019 at Group Headquarters, Chestnut
Avenue, Wokingham**

1. Group Chairman's Welcome and Introduction

- 1.1. Phil Wells took the chair and welcomed those present on behalf of the leaders and Executive Committee to the 38th Annual General Meeting of 1st Woosehill Group Scout. Phil also introduced Stuart Faria (Treasurer), and Roberta Goodey who had kindly volunteered to take the minutes for the meeting.
- 1.2. Phil advised that all section reports had been emailed to everyone and copies were also on the display board for everyone to see.
- 1.3. Phil confirmed that the group has once again been involved with a fabulous variety of activities this year, but was increasingly stretched due to lack of volunteers. Phil hoped everyone would enjoy the evening, which would include:
 - The AGM itself; and
 - A visit from the fish & chip van and the usual social entertainment around the campfire.

2. Performance

- 2.1. Phil Wells noted that no performance from a section had been arranged this year, but it was hoped to re-establish this tradition at future AGMs.

3. Apologies for Absence

- 3.1. Phil Wells took the chair. Apologies were received and recorded from Amanda Parker, Steve Capel, Alex Perry, Jason Good, Alistair Fairhead, Roger Ilett and Lynn Smith.
- 3.2. A list of those present is presented at Appendix 1.

4. Approval of minutes of 37th Annual General Meeting

- 4.1. The 37th Annual General Meeting held on Saturday, 7th July 2018 had been circulated via OSM and were available in hard copy for those that had not received them.
- 4.2. There were no corrections or points of order raised with the minutes of the 37th Annual General Meeting and these were proposed for approval by Nicky Roberts and seconded by Fiona Fairhead.

5. Group Chairman's Report

- 5.1. Another fulfilled and action packed year for our busy and active Group, we will highlight some of our Scouting activities later in the GSL report. We have a stable Leadership team this the year, both on the Exec Committee and in most of the Sections, and have supported lots of scouting activities. Steve Capel our GSL has been actively involved with all the sections this year, supported by Nicky Roberts who has been a brilliantly organised Group Administrator again controlling everything behind the scenes.

Key comments relating to the Executive Committee during the 2018-19 Scouting year:

5.2. Fundraising – team brilliantly led by Lucy Hutson who has now completed 3 years in the role:

- Last year's AGM & BBQ – great weather but numbers reduced because of England playing in the world cup, raised £374;
- Bag packing at Morrisons before Christmas raised £530 and gave us great publicity,
- Santa float declined as we were given a route that wasn't Woollahill;
- we also did a Bag 2 school after Easter collecting 260kg and raising £104;
- decided not to do the chocolate raffle at the May fayre this year, as we had a terrible stand location last year and it is always the same people who volunteer;
- Also big plug for Easyfundraising.com, which we started 2 years ago, and has earned us £172 to date for no work at all – please add us to your favourites!
- Big thanks to all the leaders who have had to take a lot of the fundraising duties on;
- Also thanks to Roberta who has managed the hall hire for the last two years, and this continues to represent an important source of income for the group. However we have lost a couple of regular hirers so need to look at options to replace that income stream in the future;
- We continue to look for companies to match fund our takings at any event which is basically free money for us. Microsoft have done this in the past, so anyone who works for a company who does match funding – please let us know!
- Total fundraising (excluding rental) this year is approx. £2k, just over half of last year's figure as we haven't had enough volunteers to run events.
- Always looking for new volunteers to share the load, very much a team effort
- Have invested in new hike tents this year and a number of maintenance and facility upgrade projects;
- Future fundraising event will be a quiz night to be held sometime in October.

5.3. **Website** - Run by Martin Rowan, coordinating recent reports, photos and news items on behalf of the Group, many thanks.

We have also added role descriptions for the exec committee and leadership roles and list of current vacancies – please look!

5.4. **Maintenance** - Martin Bishop has now completed three years as Maintenance Manager, coordinating maintenance, repairs, upgrade projects and routine inspections and certification;

Special thanks to Pete Goodey who has looked after grass mowing throughout the year, and Steve Capel who has enthusiastically tackled projects from drainage to electrics to plumbing.

We held two working parties this year. One in December was leaf clearing, vegetation clearance and Steve Capel installed the new handwash sink in the kitchen. Second one was last weekend, with major tree surgery and hedge trimming undertaken to get everything in order for the AGM and summer party;

Highlight of the year was the construction of the new fire pit and circle and reseeding of the grassed area, following a generous gift from long-term group supporter Andrew Jordan – the project was masterminded by Steve Capel and it has transformed our outdoor facilities. We also replaced the hot

water system with an instant heater system, did a major upgrade of the electrical and safety systems and got a porch constructed over the front door which was donated by Trademark Windows.

More plans imminent, including replacing hallway corridor flooring, and long term plan to upgrade ladies toilet into a disabled access facility.

5.5. **General Exec Issues** - Stable team for the last year, but stretched very thin.

Noted that many of our leaders and other exec members no longer have children who are in Scouts or Explorers, or not even involved anymore, so in theory they could step away from Scouting at any time. We desperately need to get some more Beaver and Cub scout parents involved.

Ideally we need more people to get involved so they can start shadowing now.

Very small group of people who look after all activities – we need more support to help share the load and give us more sustainability to OUR Group.

6. **Treasurer's Report and Approval of Accounts**

6.1. The Treasurer's report was circulated by Stuart Faria. Stuart confirmed that this year total funds were slightly reduced compared to last year, mostly due to an increase in major maintenance spending. The capital reserve that we established last year is identified separately in the accounts to be used for major improvements or emergency costs as required.

6.2. A question from the floor concerned anticipated maintenance spend going forward. Stuart and Phil estimated that this would normally be between £3-5k per year, with one-off major projects being over and above this range.

6.3. If you have any queries regarding the accounts, please e-mail Stuart Faria or Phil Wells. The accounts were proposed for approval by Phil Wells, with a show of hands and no one opposing the Accounts.

7. **Group Scout Leader's Report**

7.1. Phil Wells played a video message from Steve Capel, our GSL, who was away on an adventure and could not attend the AGM in person. Steve introduced himself as our friendly neighbourhood GSL and apologised for his absence.

7.2. Steve reported that we had had a smashing year of scouting, with active programmes across all sections. He was particularly proud of having recruited several new leaders, who are all in the process of completing their training, and had strengthened the team in each section. However, he noted that we are due to lose 3 more experienced leaders in the next few months so we are looking for new people to join our addictive scouting adventure. Steve has initially contacted everyone on the waiting list to see if anyone wants to step up.

7.3. Steve noted that we are still one of the largest Groups in the district, although we had shrunk slightly before our new leaders came on board. As they complete their training we may be able to expand some sections again. Steve noted that new volunteers can offer part-time support, most sections now run as a shared leadership team.

7.4. Steve hoped that everyone enjoyed the rest of the AGM and evening social activities, and looked forward to seeing everyone once he was back in Wokingham.

8. Section Leaders' Reports (previously Distributed and available on display boards)

- 8.1. The Section Leaders' reports had been electronically distributed to their Beaver, Cub or Scout parents and were also available on display and were on display in the hall. Phil Wells invited those present to study the reports and displays during the barbecue after the meeting.

9. Group Scout Leader's nomination of Group Chairman for approval by Group Scout Council

- 9.1. A nomination for Philip Wells to stand as Chairman of the Group Executive Committee was made. Phil Wells noted that two years ago he had given intent to resign, and has now completed 8 years in the role. Phil confirmed that he was willing to continue in the short term, but that new efforts would be made to find a replacement during the year. There was a show of hands in favour, none against and no abstentions. There being no other candidates, Philip was elected unopposed.

10. Election of Group Secretary

- 10.1. A nomination for Sarah Thomas to stand as Secretary of the Group Executive Committee was made. Sarah was nominated at last year's AGM but had been unable to take up the role due to illness, and Phil Wells had covered the role in an acting basis during the year. Sarah had reconfirmed her willingness to stand for the role. This was proposed by Phil Wells and seconded by Fiona Fairhead.

11. Election of Group Treasurer

- 11.1. Stuart Faria was proposed for election as Group Treasurer by Andy Newman and seconded by Andrew Jordan. There being no other candidates, Stuart was elected unopposed. Stuart advised that he will stand for at least one more year.
- 11.2. It was duly noted that Stuart had carried out this role for 19 years and that at some point in the future, a sharing of knowledge and role would be advisable. Stuart advised that the role does not require finance or accountancy training, but mainly requires strong administrative skills.

12. Declaration of section leaders continuing as members of the Group Executive Committee

- 12.1. Section leaders must be requested to opt in to be trustees of the group and all have agreed to be trustees and all have signed appropriate forms.
- 12.2. We currently have two section leaders for Scouts, two for Cubs, one for Swifts Beavers and a team of joint leaders for Kingfishers.

13. Election of co-opted members of Group Executive Committee

13.1. The co-opted Executive Members were elected to the following posts:

Post	Candidate	
Quartermaster	Marc McGurk	Marc McGurk agreed to continue in the role of Quartermaster.
Maintenance	Martin Bishop	Martin Bishop agreed to continue in the role of Maintenance Manager
Hall Bookings	Roberta Goodey	Roberta Goodey agreed to continue in the role of Hall Booking Coordinator
Facilities Coordinator	Sarah George	This new role had been created during the year and Sarah had volunteered from Easter onwards. Thank you to Sarah for stepping forwards.
Fundraising Manager	Lucy Hutson	Lucy Hutson confirmed that she is stepping down from the role of Fundraising Manager at the AGM. Lucy was thanked for her amazing hard work and her enthusiasm in raising so much money across numerous events for the Group.

13.2. The replacement for the Fundraising Manager was discussed at the AGM. Nicky Roberts volunteered to fill the role on a temporary basis, and will coordinate any volunteers who are willing to help with fundraising. Fiona Fairhead suggested that we should seek a volunteer parent from every section to be part of a fundraising team, Nicky will follow this up in the autumn.

14. District Representative's address

14.1. No representatives from District were present.

14.2. Roger Ilett had sent his best wishes to the Group on behalf of District.

15. Any Other Business

15.1. Lucy Hutson was thanked for her service to the Group in the role of Fundraising Manager, and was presented with a gift.

15.2. Phil Wells advised that the AGM would be followed by annual social evening, and hoped that everyone would enjoy the new fire circle, thanks were acknowledged to Andrew Jordan for his kind donation.

15.3. Phil Wells noted that the Fish & Chip van option had been chosen due to a lack of volunteers willing to help prepare and run the BBQ.

15.4. Phil Wells asked for volunteers to arrive on Sunday Morning from 10am to clear up the hut and grounds. "Many hands make light work".

15.5. Parents and Leaders were reminded that they were responsible for their own children, both large and small.

16. Close

Thank you for all attending this AGM, there will be a flag break for all serving cub members.

1st Woosehill Scout Group



AGM

Attendance Sheet

	Name	Role: District/Leader/Exec Officer/Parent etc
1.	PHIL WELLS	GROUP CHAIR
2.	LUCY HUTSON	FUNDRAISING
3.	NICKY ROBERTS	GROUP ADMIN
4.	MARTIN BISHOP	MAINTENANCE.
5.	FIONA FAIRHEAD	SL Media
6.	ANDREW JORDAN	SUPPORTER
7.	EMILY MASON	ABSL (Shifts)
8.	ROBERTA GOODEY	
9.	STUART FARIA	
10	ANDY NEWMAN	
11	Annette Medhurst	Parent
12	ALEX MOORE	PARENTS
13	FIONA DEAN	- II -
14	COLIN DEAN	- II -
15	NICOLONG	- II -
16	Joseph Dempster	
17	SAM PEDDER	ASSISTANT LEADER (KEPTRELS)
18	Maxine Featherbe-Knott	Parent.
19	Clay Kerk	Meeting leader.
20	MIKE BILLS	PARENTS
21	TANIA SIGGS	Parent
22	KEAT HOW	Parent
23	NICHOLE BOSWELL	ABSL.
24	STEVEN KIRBY	PARENT
25	MARTINA SMITH	PARENT
26	Simon Coleman	PARENT + LEADER
27		