



1st Merrow Scout Group
Registered Charity No. 305753
Martin and Sandy Jones
Group Scout Leaders
email:gsl@1stmerrowscouts.org.uk

1st Merrow Scout Group
2023 Annual General Meeting
2 October 2023
7pm

Attendees:

Chair	Andrew Whitcombe (AW)
Group Scout Leaders	Sandy Jones (SJ) Martin Jones (MJ)
Treasurer	Samantha Ritchie (SR)
Section Leaders	Mark Watson (MW), Cheryl de Suys Shrubbs (CdSS), Sam McCarthy (SM),
Deputy District Commissioner	Kevin Yeo (KY)
District Chair	Dennis Lester (DL)
Secretary	Gemma Gregson (GG)

The AGM was also attended by Parents, Carers, volunteers and friends of 1st Merrow.

Apologies: Iain Robertson (CSL), Michael Eagle (District), Stuart Letts (Grandparent, Willow Beavers, occasional helper), Judith Hunt (occasional helper), David Hunt (occasional helper), Richard Ayears (District Commissioner).

1. Introduction

AW opened the meeting, welcomed everyone and confirmed quorate to proceed.

2. Constitution

AW explained that Scouts is moving to a new way of volunteering. Since April 2023 Executive Committees are known as Trustee Boards, although the term 'Executive Committee' and associated wording is still visible on Compass and the website as Scouts moves to its new way of volunteering. Further changes are expected later this year/early next.

AW explained that every charity must adopt a governing document, which in Scouts is known as the 'constitution'. 1st Merrow Scouts adopts the model constitution in POR 5.4 and is proposing it continues to be fully adopted as its constitution.

Proposed: Andrew Whitcombe

Seconded: Mark Watson

Approved: full adoption of model constitution in POR 5.4.

3. Appointment and Election of Members of Trustee Board

AW explained that several people are Trustees by virtue of their role in Scouts and they will continue: MJ and SJ as joint GSLs, and our section leaders, Donald, Cheryl, Iain and Denise.

It is the role of the GSL to nominate a chair, and they have nominated AW. Other posts are elected each year at the AGM. AW proposes GG and SR to continue in their roles as Secretary and Treasurer. David Johnson is standing down from his role as trustee for building project.

Headquarters: Browell Memorial Hall, Bushy Hill Drive, Merrow, Guildford, Surrey, GU1 2UH

Proposed by: Andrew Whitcombe
All accepted.
Approved

AW thanked Mark Watson who has recently stepped down as a Trustee.

4. Quorum of Trustee Board

AW proposed that the quorum of the Trustee meetings would be as follows:

- Chair or Treasurer
- One GSL
- Three Section Leaders

Proposed by: Andrew Whitcombe
Seconder: Mark Watson
All accepted.
Approved

5. Minutes of previous Annual General Meeting

Proposer: GG

Seconder: Martin Jones

Approved: The [minutes of the previous AGM](#) were approved as an accurate reflection of the meeting.

6. Treasurer's report and adoption of accounts for year ended 31 March 2023 (for reviewing)

Group Treasurer, SR, talked the AGM through the [receipts and payments accounts](#), which have been approved by the Trustees, noting they are for the financial year 31 March 2023 and on a receipts and payments basis rather than an accruals basis.

Following a query from SM, SR explained that section accounts are distributed to Trustees. Following a question from DL about insurance, SR confirmed 1st Merrow has buildings and contents insurance and the cost reflects the condition of building and the contents such as camping equipment.

The AGM noted that the report and accounts will be signed by AW as Chair and SR as Treasurer and have been examined by an Independent Examiner with no material matters arising. Further detail included in the [Independent Examiner's Report](#).
The AGM accepted the Report & Accounts.

7. Appointment of Independent Examiner

SR explained that Karen Summers has agreed to continue to review accounts for another year.

Proposer: Sam Ritchie

Seconder: Cheryl de Suys Shrubbs

Approved: Karen Summers to review accounts for year to 31 March 2024.

8. Joint Group Scout Leaders' (GSL) Report

MJ talked the AGM through the [GSL Report](#) and thanked all the volunteers including Section Leaders, Assistant Section Leaders and the Executive. Thanks were also given to Mark Watson and David Johnson who have recently stepped down as Trustees.



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AW thanked MJ and SJ for all that they do.

9. District Commissioner

KY noted that 1st Merrow is a thriving group. He extended his thanks to all the volunteers and presented MJ with a certificate for 30 years of service to Scouting.

KY on behalf of RA reminded the volunteers about the mandatory training and the offer of support if required.

10. Vote of thanks

AW thanked everyone for coming.

11. Close of meeting

19:55.

DRAFT