

## **2024/2025 Annual General Meeting Minutes**

Meeting held in Hilton Hall at on Tuesday, 7<sup>th</sup> October 2025 at 17:30

### **1. Chairperson's welcome.**

David Edwards addressed the group with his thanks to everyone for attending. He pointed out the posters on the walls created by the beaver and cub groups outlining the activities they have enjoyed in the past year and noted the improvements made to the site over the last 18 months with the Youth Improvement Fund grant. These include solar panels to help reduce costs, disabled access with new entrance and electric lift, and redesigned toilet facilities. This work has been overseen on site by Kelvin Holford, to whom we need to offer our thanks as it has been a long and difficult process.

In the past year the Group has been required by Scouts to move to a Trustee and Management Committee arrangement which has now been established. There are therefore some additional items which need to be agreed by the Scout Council today. There are still some things to work on and this will continue in the next year.

Financially, we have more or less broken even with a very small overspend which can be absorbed by the group.

Support from parents plays a very important part of keeping the group running, for which we are very thankful. Also, thanks should be extended to the leaders and helpers who run the sections on a weekly basis.

### **2. Apologies for absence.**

The list of the 40 attendees and 4 apologies for absence is available on request from the secretary [secretary@8thdartfordscouts.onmicrosoft.com](mailto:secretary@8thdartfordscouts.onmicrosoft.com)

Post meeting:- as the key papers and documents will now be published on the Group website to enable easier access initials have been included in the minutes where appropriate. Further information can be obtained from the Company Secretary on request.

### **3. Governance**

#### **3.1. Agree minutes of previous AGM.**

Copies of the minutes of the last year's AGM were circulated prior to the meeting and can be obtained online via the trustees. Paper copies were available for inspection at the hall.

Proposed: K H  
Seconded: P R  
Agreed unanimously.

#### **3.2. Adoption of the constitution of the Scout Group charity using the Scout Association Policy, Organisation and Rules.**

The constitution and the changes required were outlined at last year's AGM and have been reviewed at trustee meetings to confirm its validity. Copies are available online from the Trustee group and a paper copy was available for inspection at the hall. The constitution will be a 'live' document and will be updated as and when required by the Trustees with any significant changes brought back to the Council.

Proposed: M R  
Seconded: C C  
Agreed unanimously.

#### **3.3. Approve appointed and community members of the Group Scout Council**

The Group Scout Council consists of all adult members of the group, all beavers, cubs, scouts and explorers of the group, parents and carers of beavers, cubs, scouts and explorers, the district commissioner and the district chair. In addition, there were representatives of the local community who the Group welcome too. All those at the meeting were happy to support the group.

Proposed: H H  
Seconded: J C  
Agreed unanimously.

### **3.4. Agree the maximum total number of members of the Group Trustee Board**

It was proposed that the maximum number of members of the group trustee board should be 12 currently there are 8.

Proposed: D W

Seconded: L C

Agreed unanimously.

### **3.5. Agree the quorum for future meetings of the Group Scout Council**

The Chair appreciated the large turnout for the AGM and that this had been facilitated by including the meeting as part of the McMillan Coffee event and on a night that Group meetings were also taking place with lots of additional activities for the young people. It was proposed that the minimum number of attendees at future meetings of the Group Scout Council should be 15

Proposed: K C

Seconded: D M

Agreed unanimously.

## **4. Review of previous year (2024/2025)**

### **4.1. Receive overview of the past 12 months of group activity from the Group Scout Leader**

Kelvin Holford gave an account of the group activity for the past 12 months. As mentioned previously, the beaver, cub and scout sections have made posters which were displayed on the walls, showing their favourite activities.

The section leader's reports for the year can be found in the accounts which were circulated before the meeting and paper copies were available at the hall for the group scout council members to inspect. The group has been growing, there are now more than 60 participants across all sections, with 9 in the explorer section (14-18 year olds). Members work towards badges in all sections, with many completing the silver and gold awards which are the top awards for their sections.

There has been a lot of development at the hall as outlined in the Chairperson's report. Getting level access throughout the whole site is the final step which is still to be completed.

There have recently been three new leaders helping out in the sections, having completed their DBS checks and training. The group is always

grateful for the help of volunteers and would appreciate any new additions.

Recently the scout section completed a weekend camp with 26 young people. Following on from this, 5 young people attended a district/county event in which attendees were selected for the next World Scout Jamboree to be held in Poland in 2027. Our group was lucky to have one scout chosen and another on the reserve list. The group prepare future scouts for selection for the next one to be held in 2031.

#### **4.2. Receive and adopt the Annual Report and annual statement of accounts approved by the Group Trustee Board (note: financial year runs from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025)**

Copies of the Annual Report and statement of accounts were circulated prior to the meeting and can be retrieved online by the trustees. Paper copies were available for inspection at the hall.

Proposed: G D  
Seconded: C C  
Agreed unanimously.

### **5. Appointments**

It was proposed and agreed to consider appointments as one item unless there are any objections.

#### **5.1. Reappoint or elect key appointments in the Trustee Board (Chairperson, Treasurer)**

For the 2025-2026 session, David Edwards has agreed to continue as chairperson and Gary Daley has agreed to continue as treasurer of the trustee board, (details of all terms of office can be seen in the constitution).

#### **5.2. Elect and/or co-opt members to the Trustee Board.**

The current members of the Trustee board have all agreed to continue in their roles for the next year. They comprise of:

David Edwards (chairperson)  
Gary Daley (treasurer)  
Jill Holford (ex-officio)  
Jude Dennis (youth trustee)  
Grainne Boyling  
Julian Clark  
Mark Read  
Kelvin Holford

#### **5.3. Appoint the Independent Examiner.**

A request was made for anyone in the group who would be able to undertake this role as the previous scrutineer has resigned. As yet, no-one has taken his place.

Proposed for 5.1 and 5.2: D W

Seconded: J G

Agreed unanimously.

**6. Presentation of awards**

Kelvin Holford presented Grainne Boyling with a 10 year service certificate.

**7. Thanks and Close.**

Thanks were extended to everyone for attending.

The meeting closed at 17:52

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