



## **AGM 2024 Minutes**

**Tuesday 17<sup>th</sup> December 19:00 - Hilton Hall**

**Details:** Annual General Meeting  
Held at Hilton Hall on 17<sup>th</sup> December 2024

**Present:** Please see appendix attached at the end of the minutes.

### **1. Chairperson's Welcome**

Julian welcomed everyone and thanked those present for their valued support. The meeting would be slightly different to previous AGMs with several items of regular business and consideration of future governance. He reminded everyone that this AGM refers to the year from end of March 2023 to end of March 2024.

### **2. Minutes**

It is agreed that the minutes of the previous meeting dated 5/10/2023 are a true record; proposed by [REDACTED] Dennis, seconded by [REDACTED] Walker.

### **3. Apologies for absence**

Apologies were received from [REDACTED] Tucker, [REDACTED] O'Sullivan, [REDACTED] Boyling, [REDACTED] Jones, [REDACTED] Kyle and [REDACTED] Edwards. Several parents had also indicated that unfortunately they could not attend.

### **4. Annual Report**

Approval of the Annual report was proposed by [REDACTED] Edwards, seconded by [REDACTED] Holford.

### **5. Treasurer's Financial Statement**

Martin had given his apologies for the meeting and the records as prepared by Martin for the year ending March 2023 were agreed as a true reflection of fact, proposed by [REDACTED] Holford and seconded by [REDACTED] Read.

In summary, the Group has a healthy amount of cash in the bank. This is mainly due to grants allocated during the Covid period. The balance is reducing now that the activities have restarted with some one-off expenditure for asbestos removal and utility costs had also increased. The new Trust will discuss the best way to use the money – and although not in 2023/24 Martin highlighted in his notes for the meeting that provision had been made for the planning fees to come from Group funds alongside the YIF application. The accounts have been scrutinised and signed off independently by [REDACTED] McNamara.

The level of funds in the accounts (c £40,000) was discussed and it was agreed that this would be reviewed by the Trust to ensure that a reasonable balance of funding was retained but that more money would be used for the young people as part of the budget for 2025/26.

## **6. Dissolution of the Executive Committee and New Governance Arrangements**

The Charity Commission and Scout Association require a new structure to be put in place with a Trust overseeing key governance issues. It is proposed that a further Management Committee overseeing the operational side of the Group (like many of the current Executive day-to-day responsibilities) will also be established. [REDACTED] Holford as one the two Lead Scouts would be the conduit between the two groups.

It was proposed that membership of the Trust would be:-

Kelvin Holford  
David Edwards  
Martin O’Sullivan (treasurer – as cover until the end of the current financial year)  
Mark Read (communications)  
Grainne Boyling (secretary)  
Julian Clark  
Jude Dennis (18-25 representative)  
Jill Holford (lead scout and link to Management Committee)

Trust appointments would be for 1 to 3 years.

Membership of the Management Committee would include scout leaders, volunteers, and parents/carers.

The new arrangements were agreed unanimously through a show of hands.

## **7. Key Appointments to the new Trustees Board**

██████ O'Sullivan has confirmed that he wishes to stand down as Treasurer. A discussion will be held with him to ask him to complete the financial work for 2024/25, culminating in the accounts to the next AGM in June/July.

Julian wanted to place on record that the Group is extremely grateful to Martin for his long service to the 8<sup>th</sup> Dartford, despite having moved away from the area several years ago.

It was agreed that a new treasurer and independent auditor would be sought. Ideally this would be a qualified accountant/bookkeeper although it was noted this was not essential. Several people were discussed to approach, the first stage would be to clarify the work ██████ O'Sullivan was currently undertaking which includes day-to-day electronic banking, budget management and utility arrangements.

██████ Boyling had agreed to continue and become secretary to the Trust.

Julian had decided to step away from chairmanship after 10 years but would continue to support the Scouts on Mondays. The Trust would appoint a chair at their first meeting in the New Year . Julian was thanked by everyone for all his support and hard work over many years, particularly during the COVID pandemic.

## **8. Appointment of the Independent Examiner**

██████ McNamara is also standing down as the independent auditor, through Martin it was agreed that Eddie would be asked to complete the work for 2024/25 if possible. Providing time to find a new independent person and have a handover.

## **9. Closing Remarks**

Julian as the retiring Chairman reflected on his 10 years in the role. There had been a lot of changes, particularly in the past two years. COVID had been unexpected and had a major impact on young people and fundamentally changed the world.

The Group is beginning to get back to a new normal and is healthy in terms of the finances and getting healthier in terms of numbers.

Jill thanked Julian on behalf of everyone involved with the Group for all the work he has put in.

██████ Jessup had moved on this year after 29 years in a leadership role with the group, which is a significant effort. During his time as Scout Leader Gavin has overseen a high level of quality activities which have benefited so many young people. Julian wanted to place on record that the group owe a huge debt of thanks to Gavin for his service.

#### **10. AOB**

It was suggested that an opportunity is taken to hold the next AGM at a Family Camp or potentially as part of a barbeque in the early Summer.

It was also suggested that a further process is undertaken to understand the interests, knowledge and skills of the parents and carers as part of supporting the Group and bringing forward new leaders.

#### **11. Thanks and Close**

Julian thanked all leaders, young leaders and helpers for their continued support and hard work and encouraged parents and carers that weren't involved in the Group Scout activities to consider this and speak with one of the Team.

Meeting concluded at 19:50.

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**Appendix 1: List of Attendees**

**8<sup>TH</sup> Dartford AGM 7pm 17<sup>th</sup> December 2024 – Hilton Hall**

**Attendees**

[REDACTED]

**Apologies**

[REDACTED]