



# Grafton District Scout Council Annual General Meeting 2023

## MINUTES

Meeting held on Saturday 03.06.2023 at 2pm  
Blisworth Scout and Community Hall

### Attendees

Dean Smith -County Commissioner, Carole Stephenson -County Local Training Manager, Ruth (RKF) & John Kentigern-Fox, Norman Pope,

Will Hazell (WH), Rosemary Shaw (RS), Denise Gibson (DG), Ken Underwood (KU), Ken Hancock (KH), Thomas Newman (TN), Sue Pearson (SP), Chris Van Schaijik (CVS), Mike O'Connor (MOC), Robert Skears (RWS), Sandra O'Connor, Dave Deane, Bob Gibson, Cindy Hancock, Anne & Dick Oram, Steve & Helen Smith, Hannah Fraser, Davina Bowmer, Stephanie Watts, Roy Cooper, Jane Bailey, Oliver Hunter, Ben Bucklow, Claire Shrubbs, Jo Weatherley, and Andy Elder.

### 1. Introduction and Welcome from Rosemary Shaw

- Chair

Rosemary welcomed members to the Grafton District Scout Council AGM including Dean Smith - County Commissioner & Carole Stephenson from the County Team. She thanked everyone for signing in, and said the sheets would be available at the end of the meeting if you haven't already done so.

### 2. Apologies for absence

- Secretary

Prior to the meeting apologies were received from Tyler Jeffs (TJ) and Peter Brothers. Denise said there was also an apologies sheet to add names of anyone you know of, who is unable to attend. The following names were added to the apologies sheet.

Carol Fraser, Michelle Dowling, Judith Hazell, Jonathan Hazell, Debbie Adams, Jen Bucklow, Lynne Whitlock, Bim Prentice & Sandy Prentice,

### 3. Approval of the minutes of the AGM held on 11.06.2022

- Chair

These were reviewed by the District Executive Committee at their meeting on 04.07.2022 (the first meeting after the AGM). **Rosemary proposed they were taken as read and asked the Scout Council to agree they were a true record of the meeting.**

**Seconded by Hannah Fraser**

**Approved by a show of hands from the members**

The 2022 AGM minutes were signed by Rosemary as now approved and will be kept with the District AGM records.

#### **4. Governance Topics**

- Chair

Rosemary introduced this new section of the meeting to the members explaining it's to make sure the charities foundations are in good order.

##### **4a. To adopt the model constitution from Chapter 5 of Policy, Organisation & Rules.**

**Proposed by Rosemary Shaw**

**Seconded by Claire Shrubbs**

**Approved by a show of hands from the members**

##### **4b. To note the District's Financial Year**

It was noted that the **Charities financial year is 1<sup>st</sup> April to 31<sup>st</sup> March.**

##### **4c. Agree the number of members that may be elected to the Trustee Board.**

The recommendation from the outgoing Trustee Board is that **4 people can be elected.**

**Seconded by Claire Shrubbs**

**Approved by a show of hands from the members**

##### **4d. Agree the Quorum for each of the District Scout Council (including this AGM), meetings of the District Trustee Board and meetings of any sub-committees.**

i) *The minimum number of **District Scout Council members** recommended by the outgoing Trustee Board is that **quorum should set at 12 persons.***

**Seconded by Roy Cooper**

**Approved by a show of hands from the members**

ii) *The minimum number of **Trustees at Board meetings** recommended by the outgoing Trustee Board is that **quorum should be set at 1/3 of the members + 1 person with one member present being the Chair or District Commissioner.***

**Seconded by Steve Smith**

**Approved by a show of hands from the members**

iii) *The minimum number of **Trustees for sub-committee meetings** recommended by the outgoing Trustee Board is that **quorum should be set at ½ of the members + 1 person.***

**Seconded by Cindy Hancock**

**Approved by a show of hands from the members**

#### **5. Review of the previous year**

- Chair

**Although Ruth has now stepped down as District Commissioner she was invited to present her Annual report as she was DC for the financial year.**

Ruth referred to the printed Annual Report 2023. Saying she was very happy the District had returned to relative normality after the covid years, and had grown in membership. She thanked everyone for their support and hoped everyone would continue to support Will as he takes on the role as DC.

##### **To receive and consider the Annual Report of the District Trustee Board including the Statement of Accounts.**

Rosemary said the District Trustee Board had approved the Annual Report and the Statement of Accounts adding the report on the accounts had been received from Linda Browett, our Independent Examiner.

She invited Ken Underwood to present the Statement of Accounts to the Council as Treasurer for the financial year. Ken referred to the printed 20 page Statement, explaining it was a comprehensive record of the last year. He told the meeting he was now standing down as Treasurer after a number of years in this role.

Rosemary thanked Ken for the statement of accounts and his time and expertise as our Treasurer. She invited any questions about the Annual Report and Statement of Accounts, none were raised.

## **6. Making Appointments**

-Chair

### **a) To re-appoint the District President**

Rosemary was delighted to announce that **Norman Pope had agreed to be nominated and to continue in his role as District President.**

***This appointment was approved by a show of hands from the members.***

### **b) To approve the District Commissioner's nomination of the District Chair**

- DC

Will was pleased to say that **Rosemary Shaw had agreed to continue as District Chair for another year, so he would nominate her for the role.**

***This nomination was approved by a show of hands from the members.***

### **c) To Elect the District Secretary**

- Chair

**Proposed by Davina Bowmer**

**Seconded by Jane Bailey**

***Approved by a show of hands from the members***

### **d) To Elect the District Treasurer**

Rosemary said that sadly Ken Underwood had decided to stand down from the role.

However she was pleased to say that **Tyler Jeffs had agreed to stand for election to the role.**

**Proposed by Chris Van Schaijik**

**Seconded by Cindy Hancock**

***Approved by a show of hands from the members***

### **e) To Elect persons to the District Trustee Board**

The following people have agreed to re-stand for election to the District Trustee Board

**Ken Hancock, Mike O'Connor, Sue Pearson and Chris Van Schaijik.**

**Proposed by Oliver Hunter**

**Seconded by Steve Smith**

***Approved by a show of hands from the members***

### **f) To approve the DC's nominations to the District Trustee Board**

- DC

Will's nominations are **Harry Huckin** as Youth Representative in the absence of **DYC** and **Robert Skears.**

***These nominations were approved by a show of hands from the members.***

Rosemary thanked the Trustees for their work during the year and particular to Ken Underwood who was standing down.

**g) To appoint an Independent Examiner**

Although he had sent his apologies Tyler proposed Linda Browett as our Independent Examiner for the 2023-24 accounts

**Proposed by Tyler Jeffs**

**Seconded by Denise Gibson**

**Approved by a show of hands from the members**

**h) Nominate representatives of the District Scot Council to the County Scout Council**

Will nominated Mike O'Connor to represent Grafton District to the County Scout Council.

**Seconded by Ken Hancock**

**This nomination was approved by a show of hands from the members.**

**7. Closing remarks**

- Chair

Rosemary announced the end of the formal AGM and she thanked everyone for attending today. This part will be followed by a presentation of awards and will include a few words from Will and Dean. Afterwards refreshments are available and we invite you to spend time catching up with each other.

**Formal AGM ended 2:25pm**