**Minutes of the 2021-2022 Annual General Meeting of the Leander Sea Scout Group**

Monday 24th October 2022 (meeting held in person at Group HQ)

**Present:** Andrew Jackson, Robin Burr, Russell Constable, Paul Lomas-Clarke, Fiona Firth, Chris Stone and William Livesey.

**Apologies:** Penny D’Souza (minutes taken by Fiona Firth), Simon Leo, Cathy Johnson, Dick Riches and Tim Pullen.

1. **Welcome and Trustees Report:** The Chairman welcomed all those attending. He gave a short summary of highlights from the Report of the Trustees for the year to March 2022.

* Return of face-to-face activities – many thanks to Section leaders and helpers
* Finances in good shape – lower revenues from subs and hirers by offset by small Council grant – thanks to Paul for stewardship.
* Improvements to the building – boiler, emergency lighting, etc
* Improvements to the fleet – kayaks and new sailing boat
* Return of hirers – thanks to Ruth Bennett

The report will be submitted to the Charity Commission and posted on the Leander website.

1. **Minutes of the 2020/21 AGM** Russ proposed, and Robin seconded. The minutes were approved as an accurate record of the meeting.

1. **Matters arising from the minutes:**

* Additional adult support to the Scouts:The situation has improved with Tammy, Richard, Chris and James all now helping. However, Russ reported that unavoidable absences by the team mean that additional parental helpers would be welcome.
* HQ offered to other Scout groups for use if required. Robin had offered the premises to other groups via the District.
* GRR idea of running our own Scouting event – after further consideration it was determined that this was too difficult an idea with no one wanting to take it on.
* Kingston Council renting of premises for Elections – this was a much easier process the second time (post-Covid restrictions).

1. **Group report by the GSL, Robin Burr**

Robin provided a report of the Scouting activities for the year:

* he applauded the quality of Scouting and creative leadership shown by section leaders.
* Leander were unable to take part in the Sea Scout Regatta and GRR due to the lack of sufficiently experienced crews.
* Mentioned the Scouts and Explorers who went offshore sailing from Portsmouth.
* Paid tribute to the superb organisation and creative programme enjoyed by the Beaver Colony, highlighting that an enthusiastic group of parents help with this.
* Reminded all that leaders and helpers are all volunteers and that it is very rewarding to take part.
* Looking forward, Robin mentioned new administrative practices being brought in by the Scout Association and suggested that we need to maximise the benefits of these. He also mentioned that the Group were in the process of creating a new four-year plan.

1. **Financial Report by the Honorary Treasurer, Paul Lomas-Clarke**

Paul explained the accounts as set out.

-Andrew proposed that the meeting approve the accounts, Russ seconded. The accounts were approved unanimously

-Andrew to lodge the accounts on the Charity Commission website.

Discussion included:

-fuel price increases; Paul reported that he secured a fixed deal for 3 years on Gas a few months ago, and we have 18 months left on the fixed price electricity contract – so Leander fuel prices will not be going up in the immediate future.

- hiring rates have gone up to £30/hour for new hires so that they are hopefully paying sufficient to cover increased costs. This will be reviewed. Jo Connelly has picked up the lead on hiring from Ruth Bennett. Andrew will check that Paul has invoices for hirers this year.

- a question whether there were any statutory limits on the amount of income we raise, Andrew reminded the meeting of the Reserves Policy and Paul stated that subs and hirer income is approx. £25K per year.

Andrew then stood down as Chair.

1. **GSL’s nomination of Chairman and nominated members of the Executive**

Robin nominated Andrew as Chair of Leander Executive Committee and therefore Chair of Trustees. Seconded by Chris Stone.

He also nominated Simon Leo as an Executive Committee member. This nomination was seconded by Andrew.

It was noted that Dick Riches was standing down this year as a Trustee following a recent period of ill health. Andrew paid tribute to Dick’s many years of service and wished him a speedy recovery.

1. **Appointment of Treasurer and Secretary**

Andrew nominated Paul Lomas Clarke as Treasurer and Penny D’Souza as Secretary (who had agreed in advance of this meeting to continue in this role) and these nominations were seconded by Robin.

1. **Elected members of the Group Executive Committee**

Robin proposed the following as members of the Executive Committee (also ex-officio members by virtue of their role as Section Leaders): Tim Pullen, Cathy Johnson, Russell Constable. These nominations were seconded by Andrew and approved.

Andrew appealed for more Parent Trustees. Andrew will send William Livesey (in attendance) information on what is involved, and William was invited to attend an Exec Committee meeting.

1. **Approval of Independent Examiner of Accounts**

Paul Lomas Clarke proposed that Edward Warrens FCA be retained in this role, Robin seconded this motion.

1. **Any other Business**

* Chris Stone proposed the purchase of a pizza oven for parent / members events. Specification to be supplied by Chris to Andrew so that the proposal can be discussed at the next Executive Committee meeting.
* Chris Stone proposed a spring river event followed by a social gathering – details to be discussed in the future possibly with a fundraising angle for defib / boat maintenance.
* Robin raised that the Group needs to find additional support / successor for the gig maintenance which is carried out by Dick. Chris expressed an interest and will contact Dick to find out his maintenance routine.
* Russ raised that helpers and leaders have been paying £5 per session to go rowing, as have other parents etc. He proposed and it was generally agreed that Leaders and Helpers should be exempt from this charge as they do enough. Andrew to circulate a draft policy and secure the agreement of the Executive Committee.
* AED defib Chris asked for an update on fundraising: £450 raised need £1300. Jo C. working on how we raise this perhaps with teas etc. Andrew said that Exec have always said that they would pay the balance but need to raise a bit more before doing so. Andrew to discuss with Jo.
* Paul raised the matter of the newly adopted Constitution. Andrew stated that Leander is formally adopting the Scout Association guidance. It describes voting process, who’s on the Exec Committee etc. We are not deviating from the standard recommended approach (POR). A written constitution is sometimes needed for fundraising purposes and when applying for grants. This has already been approved by Trustees.
* Robin gave Paul a long service award (10 years). Dated 2020 from Bear Grylls.
* Andrew set out the recently agreed / updated reserves policy agreed by the Executive Committee and the meeting agreed that no changes were required.
* A reminder about the Laying up supper on Saturday 19th Oct evening, friends and family are invited.
* A reminder about Remembrance Sunday 13th Nov, to which all are welcome.

1. **Close of meeting.** Andrew thanked all attendees and closed the meeting at 8.20pm.