

1st TATTENHAMS SCOUT GROUP AGM

3rd July 2026 at Park Farm, Banstead

1. Introduction and welcome	The Chair (Kevin Golding) called the meeting to order, welcomed all parties and introduced the top table (Acting Group Lead Volunteer Kelvin Freeman, Treasurer Jane Highman and Annette Herselman). All parties in attendance were welcomed as members of the Group Scout Council, advised they have the right to vote or second any proposals.
2. Apologies and Attendance	<u>Apologies:</u> Tony Hallet <u>Attendance:</u> Mark Wingett (DLV), David Shepherd, Jan Jobson (SAS), Kevin Jobson (SAS) Clare Aldridge (SSL), James Brewerton (BSL, ASL), Paul Hunter (CSL), Matt Hooper (SL), Nikki Hooper (ASL), Ed Fisk, Jane Highman (Trustees) At least 8 parents/carers
3. Governance topics	
a. Minutes of last AGM held 23 September 2024	The Chair advised that the Group Trustee Board had reviewed the minutes of the previous AGM held on 27th June 2025 and put forward that these minutes are taken as read. and ask the Group Scout Council to agree they're a true record of that meeting. The Group Scout Council indicated acceptance by a show of hands.
b. Adopting of the model constitution from Policy, Organisation and Rules (POR)	In line with the recommendation from Scout Headquarters, the chair on behalf of the Group Trustee Board proposed that we adopt the model constitution from Chapter 5 of Policy, Organisation and Rules - a copy of this was available for review and inspection prior to this meeting, is on the main scouts.org.uk website, and is linked to on the 1st Tattenhams website. The was seconded by Paul Hunter and the Group Scout Council indicated acceptance by a show of hands.
c. Note the Group's financial year	The chair informed the Group Scout Council members that our charity's financial year is 1st April to 31st March.
d. Approve appointed and community members of the Group Scout Council	The chair informed the Group Scout Council that it can admit other people to membership, and we would like to nominate the Vicar of St Mark's Church, to the Group Scout Council as a community member.

e. Agree the number of members that may be appointed to the Trustee Board	Following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5, and no more than 12, Trustees in total. This includes ex officio and co-opted Trustees. The chair informed the Group Scout Council that it must agree on the number of people to be appointed to the Trustee Board. The outgoing Trustee Board recommends that 12 people are appointed. He proposed that the Group Scout Council approves that recommendation. The Group Scout Council indicated acceptance by a show of hands.
f. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM)	The chair informed the Group Scout Council that it must agree to its quorum – the minimum number of Group Scout Council members that must be present at Group Scout Council meetings. The outgoing Trustee Board recommends the quorum should be set at 6 people. He proposed that the Group Scout Council approves that recommendation. The Group Scout Council indicated acceptance by a show of hands.
4. Review of the previous year (April 2023 - March 2024)	
a. The Group Lead Volunteer's review of Scouts in the 1st Tattenhams Scout Group	Acting GLV Kelvin Freeman, presented the overview of the year, and relayed reviews by section leaders Clare Aldridge (SSL), James Brewerton (BSL), Paul Hunter (CSL) and Matt Hooper (SL). Highlights included Summer Camps last year, Family Camp in May, St George's and Remembrance Parades, Bazzaz, Scram and a wide range of weekly activities in each section; also upcoming joint Scout and Cub Summer Camp. Thanks were extended to the parent regularly supporting Squirrels and requested more parents to support regularly as children move to Beavers.
b. Receive and consider the Annual Report of the Group Trustee Board including the annual Statement of Accounts	The chair informed the Group Scout Council that the Group Trustee Board has approved the Annual Report and Statement of Accounts. Jane Highman, Group Treasurer, explained the Statement of Accounts, highlighting there was a deficit compared to last year partly due to a reduction in gift aid contributions, and encouraged all those who qualified to complete a form. Subscriptions have successfully moved to OSM and camps will move across in due course. Fundraising has been successful, particularly thanks to fund matching by one company, The chair and trustee invited questions from the floor, and offered further explanation following the meeting.
5. Making appointments	
a. Appoint the Group Chair	The chair stood down and handed over to the Acting GLV, Kelvin Freeman, who explained the open selection process agreed by the Trustee Board. He explained that this would be in line with identified skills and needs.

	The Acting GLV nominated Kevin Golding as the Chair of the Trustee Board for the forthcoming year. The Group Scout Council indicated acceptance by a show of hands. The meeting was handed back to the chair, Kevin Golding.
b. Appoint the Group Treasurer	The chair recommended to the Group Scout Council that Jane Highman should be appointed as Group Treasurer. The Group Scout Council indicated acceptance by a show of hands.
c. Appoint members of the Group Trustee Board	The Acting GLV explained the rationale for the nomination of trustees as based on their skills, and willingness to help, the recommendation to the Group Scout Council is that Annette Herselman, Jane Highman, Edward Fisk, Warren O'Driscoll, Tony Hallett, Claire Aldridge, James Brewerton, Paul Hunter and Matt Hooper should be appointed as members of the Group Trustee Board. The meeting indicated acceptance by a show of hands. The chair thanked the Trustees for their work during the year.
d. Appoint the Independent Examiner	The Treasurer proposed Miles Oreo as Independent Examiner, seconded by Chair and the meeting indicated acceptance by show of hands and no objections.
6. Awards and celebrations	Paul Hunter and Jan Jobson presented 2 Silver Scout Awards. Jan thanked the leaders, trustees and parents for a successful year.
7. Close	The Chair thanked all for their attendance and formally announced the close of the meeting.