

South Marches District Scout Council AGM  
(Registered Charity No. 521368)



27 September 2024– 19:15 pm @ Scouts Corner Hereford

**Minutes**

Present: David Owen (Chair), Sonya Johnson (Secretary), Audrey Clements (Treasurer), Rich Frost, (Team DC), PJ, Doreen Rogers, Tosh, Pam Owen, Ty Symonds, Neil Styles, Erin Houston, Nick Mason, Angela Frost, Cathie Draper, Jamie Sandison County Chair, Robert Sidley County Commissioner, Amy Goodall, James Harvey Bathurst Deputy Lord Lieutenant

Apologies: Edward Harley Lord Lieutenant of Herefordshire, Lee Fletcher, Matthew Bayley, James Johnson, Helen Parry, Ian Tallboys, Josie Johnson, James Price, Kate Tyler, Jo Burkin

1. **Chairman's Welcome and Introductions**

David Owen District Chair opened the meeting and thanked everyone for attending the AGM. David reported that the AGM will take a slightly different format this year as there are 3 resolutions that need to be voted on.

2. **Apologies:** Received & recorded as above.

3a. **Minutes of the Annual General Meeting 2024**

The district trustee board have reviewed the minutes of the previous AGM held on 12<sup>th</sup> September 2024. The district scout council are asked to agree the minutes.

Proposed PJ, Seconded Ty Symonds.

Minutes signed by the chair without any amendments

3b. **Adopt the model constitution for the District from Policy, Organisation and Rules (POR)**

In line with recommendation from Scout Headquarters, the District Trustee Board propose we adopt the model constitution from Chapter 5 of POR. Copies are available at this meeting.

Proposed by Nick Mason and seconded by Tosh

3c. **Note the District's financial year**

Can the District Scout Council members please note our charity's financial year is 1 April to 31 March.

3d. **Approve appointed and community members of the District Scout Council**

The District Scout Council can admit other people to membership. To keep matters simple in this transitional year, the members of the District Scout Council shall be those Ex-officio members as described in POR Chapter 5.

3e. **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 District Scout Council must agree the number of people to be appointed to the Trustee Board. The outgoing Trustee Board recommends that no more than 8 people are appointed.  
Proposed by PJ and seconded by Doreen

3f. **Agree the quorum for future meetings of the District Scout Council (excluding the AGM)**

The District Scout Council must agree its quorum – the minimum number of District Scout Council members that must be present at District Scout Council meetings. The outgoing Trustee Board recommends the quorum should be set at 5 people.

Proposed by Neil Styles and seconded by Ty Symonds

4. **Review of the previous year**

Report given by Rich Frost – District Lead Volunteer - See attached

4b. **The Financial Accounts for the year 2023 -24**

The District Trustee Board has approved the Annual Report and Statement of Accounts and has received the report from the Independent Examiner. Copies available at the meeting.

David thanked Audrey Clements, treasurer, for her excellent work. David thanked both Pam and Sonya for running the district badges and uniform shop which had contributed money to the district.

5a. **Appointment of District Chairman**

Rich Frost, District Lead Volunteer, takes the chair of the meeting now.

The recommendation to the District Scout Council is that David Owen should be appointed as the District Chair.

All approved

Meeting handed back to David Owen, District Chair

5b. **Appointment of District Treasurer**

The recommendation to the District Scout Council is that Audrey Clements should be appointed.

All approved

5c. **Appoint members of the District Trustee Board**

The recommendation to the District Scout Council is that Matthew Bayley, Rich Frost, Neil Styles, Cathie Draper and Chris Ruffe should be appointed as members of the District Trustee Board each for an initial 12-month period of time.

All approved

David thanked the trustees for all their hard work during the year and thanked the members who were stepping down – Lee Fletcher, PJ, James Price, Jo Burkin, Pat Rusher, Nick Mason and Sonya Johnson.

6. **To appoint an independent examiner for the coming year**

David Owen advised that Mike Cole, FCCA, of Cole and Co, who was the independent examiner last year, was happy to continue in this role. No other nominations came from the floor. So Mike Cole was proposed by PJ seconded by Doreen Rogers

7. **To appoint a representative to the County Scout Council**

David advised that this representative does not attend County meetings but they do have voting rights at the AGM, which is important. The role was done by Jackie Mumford last year. Jackie was happy to continue with this role, proposed by Doreen Rogers and seconded by Ty Symonds

16. **Chairman's closing remarks**

David thanked everyone for what they had done during this year. This includes all our volunteers, county team for their support and the Lieutenancy Office for their support.

Thank you to Edward Harley, Lord Lieutenant of Herefordshire for his exceptional advice, support and enthusiastic support for all scouting activities in the district, including the Brailsford Hall Scouts Corner.

James Harvey Bathurst, Deputy Lord Lieutenant was asked to say a few words. He reported that Edward Harley was disappointed not to be present and he was delighted to have been asked to attend. All members were thanked for their excellent work and opportunities that they give the young people. Wishing the district, the best for the next 12 months.

Meeting closed at 7:43