

Minutes of Warminster Scout Group Annual General Meeting
Held on Friday 26 June 2020
Online through Zoom due to Covid-19 & lockdown

1. Attendees

Russ Cane, Becky Mill-Wilson, Graham Dopheide, Nick & Fiona Gair, Ruth & Donald Watt, Tom Eastman, Elizabeth Williams, Joan Davies, Denise & Jake White, Pam Blair, Nigel Hodges, Pete Owen, Ethel Bell, James Church.
No apologies.

Welcome

John Cox (District Chair), Chris Broom (District Commissioner), Anne Cranham (ADC Beavers), Brian Fitchett (ADC Scouts) and India McLean (District Explorer Scout Commissioner).

Russ welcomed everyone to the meeting,

2. Approval of last AGM Minutes

Russ Cane and Joan Davies approved and seconded the minutes. All present accepted them.

3. Finance

The accounts were on the back of the report presented to all present. They would normally have been scrutinised and approved by an external scrutineer, however this has not been possible this year, District have been informed.

The significant items to note are the higher income, due to more planned activities / events and increased Gift aid.

With regards to expenditure, the biggest differences are the Scout Levy, maintenance and equipment all lower than expected. We were expecting to run a deficit budget, however ended up £2000 up.

This year we are expecting to run a deficit budget.

At the start of lockdown (due to Covid-19) it was suggested to all parents that they suspend their subscriptions. The vast majority have, although a few have left them running. Once we start face-to-face scouting again Graham will look at the subscriptions paid over the lockdown and future credit them. We are fortunate to have savings to cover us during this time, and we have had a Grant from Wiltshire Council.

There were no questions.

Becky – as a group we look regularly to what's best for our young people to keep them engaged. Warminster Scout Group is now the size of a small primary school. I

personally thank every one of the team supporting our young people, whilst going through unprecedented times and keeping the young people engaged.

4. Reports

The reports presented to the AGM.

Russ gave a summary of the numbers now in the group -

2 new sections (Beavers & Scouts)

4 new Beaver Leaders

5 new Scout Leaders

10 people now on Exec,

Total of 22 uniformed leaders and 32 occasional helpers.

With 3 Chief Scout Gold Awards presented to Scouts this year.

We have had a great 12months, with the future in front of us to plan for the next step.

Our 5 year plan is next.

Russ thanked everyone for their assistance through the year.

Becky noted that the accounts have been approved by the Exec, and asked if the meeting would receive them. All present accepted, Pete Owen proposed, Russ Cane seconded.

5. Group Chairperson

This year Becky has stepped up as our Chair, Russ nominated Becky to continue as Chair.

Becky has enjoyed her time with the group but doesn't feel she has fully embraced the role yet.

All present agreed, James Church seconded.

6. Secretary and Treasurer

Graham Dopheide and Michelle Meadow agreed to continue as treasurer and secretary. Russ thanked them for their hard work in previous years and continued support.

Becky proposed their roles, all present agreed.

7. Ex Officio Officers

This is made up of leaders, parents and other volunteers. All previous participants have been asked if they were willing to continue their roles for a further year and accepted.

8. AOB

Chris Broom – this is the 6th or 7th virtual AGM of the district.

Chris “presented” Russ with the Sheila Belston Trophy in recognition of his contribution to the District. Russ joined in 2007 as a cub leader, and has been an active participant with the rifle shooting. Russ has been very active over the last

year, increasing the number in the district – as a whole district was down 1% yet Warminster Group was up 12% at census. So Thank You! Without the group the District numbers would be significantly down. Last year there were 177 on district waiting list, of which Warminster was 47.

Chris will come to Warminster to present the following badges as soon as she can:-

- Explorers – one Diamond Badge (Bronze DofE)

 - Four Platinum Badges (Silver DofE) and

 - One Queen Scout Award (Gold DofE)

- Beavers – 4 Bronze Awards

- Cubs – 9 Silver Awards

- Scouts – 4 Gold Scout Awards

- Pam Blair – Wood Badge

- Nigel Hodges – 20 years

- Toni Miller – 5 years

- Elizabeth Williams & Nigel Hodges – Award of Merit,

The groups 5 year growth plan is amazing, Warminster is one of the best groups in the district. You are helping prepare our young people. Thank You.

Russ thanked everyone and closed the AGM.

Warminster Scout Group - Accounts for 2019-2020

Start of Year - 1st April 2019						
HSBC Community Account						£ 9,225.23
HSBC Money Manager						£ 8,860.44
Opening Balance						£ 18,085.67
Income			Expenditure			
	Budget	Actual		Budget	Actual	
Subscriptions	£9,720.00	£9,932.60	Maintenance	£1,500.00	£987.85	
Donations	£500.00	£744.00	Rent / Storage	£0.00	£0.00	
Fundraising- Event 1	£1,000.00	£1,132.37	Scout Levy (2019-20)	£4,482.00	£4,080.00	
Fundraising- Event 2	£200.00	£0.00	Heat / Light	£680.00	£725.76	
Fundraising- Event 3	£0.00	£0.00	Water	£250.00	£170.61	
Bank Interest	£10.00	£17.82	Insurances	£465.00	£368.55	
Rental Income	£0.00	£0.00	Training	£250.00	£0.00	
Activities & Events	£6,500.00	£11,951.27	Uniform	£500.00	£431.78	
Gift Aid	£1,701.00	£2,032.03	Hut Lease	£0.00	£0.00	
Other	£0.00	£890.48	Equipment	£1,600.00	£427.52	
			Fire / Safety Inspect	£250.00	£399.42	
			Section Activities	£9,860.00	£15,269.99	
			Camp costs	£200.00	£0.00	
			Donations	£100.00	£97.50	
			AGM + Trustee exp	£250.00	£33.24	
			Travel / Mileage	£450.00	£87.60	
			Other	£670.00	£1,446.12	
			Hardship Fund	£450.00	£0.00	
Sub-Total		£26,700.57	Sub-Total		£24,525.94	
Income v Expenditure						£2,174.63
End of Year - 31st March 2020						
HSBC Community Account						£11,382.04
HSBC Money Manager (Savings)						£8,878.26
Closing bank balance						£20,260.30
Cheques written but not yet presented in 2019-20						
Cash at bank balance						£20,260.30
Spreadsheet checksum verification (should be zero)						£ -

Point of Interest	
Scout Levy amount is for previous year payment (cheque is written end March but presented in April). Scout Levy for current year is shown on Year End District Accounts	
Notes on the accounts:	
Opening and closing balances on the bank accounts are taken from the bank statements	
Details of Income and Expenditure are tracked via category codes - shown over	

Income Categories

There are 15 categories of income in use in the accounts, covering the following areas. All income is attributed to one of the categories when it is entered into the accounts

Subscriptions		Comprises subscriptions paid for I-005 Beavers, I-006 Cubs, I-007 Scouts, I-008 Explorers, I-009 Leaders, I-010
Donations		Comprises donations given I-011 for general donations, and I-012 for task specific donations (such as roof repair)
Fundraising		Comprises money raised from specific fund raising events, I-002, I-003, I-004.
Bank Interest		Comprises money received in bank account interest, I-001
Rental Income		Comprises money received from rental or lettings, I-015
Activities and Events		Comprises contributions received towards additional activities, I-016
Gift Aid		Comprises money received from reclaiming Gift Aid, I-013
Other		Comprises money received from non specific other areas, I-014

Expenditure Categories

There are 24 categories of expenditure in use in the accounts, covering the following areas. All expenditure is attributed to one of the categories when it is entered into the accounts

Maintenance		Comprises money paid for general maintenance, E-003
St Georges		Comprises money paid towards Warminster hosting St George's parade 2019 E-004
Rent / Storage		Money paid for rental or storage costs, E-012
Scout Levy		Money paid to the Scout Association, E-023 based on the number of members in the group at census time
Heat / Light		Costs for heating and lighting, E-009
Water		Cost for water and sewerage, E010
Insurances		Cost of building insurance, E-006, Contents Insurance, E-007, and Public Liability, E-008
Training		Costs for Leader training, E-014 and Other training, E-015
Uniform		Uniform and badge purchase costs, E-016
Lease		Lease cost for the scout hut, E-011
Equipment		Cost for equipment replacement, E-018
Fire Safety		Fire and Safety inspections for hut, E-005
Subs to Sections		Each section is returned a portion of the subscriptions. This is Beavers - E-019, Cubs - E-020, Scouts - E-021,
Camp Costs		Group contribution towards annual camp costs, E-001
Donations		Any outgoing donations, E-002
AGM + Trustee		Costs associated with AGM and trustee expenses, E-013
Other		Other costs - Advertising, E-017, and Miscellaneous items, E-024
Travel / Mileage		Mileage costs on Scout business - E-026
Hardship		This is a budget set-aside which can be used for subscriptions payments if a parent / carer is facing financial