Scouts

5th Saffron Walden

Minutes of the Annual General Meeting held at 7.30pm on Tuesday 16th Sept 2025

No.	Item	Description
1.	Welcome & Introduction	The Chair, Nigel Bailey (NB), welcomed everyone to the AGM and declared the meeting open.
2.	Apologies for absence	Apologies from Eloise and John Wheeler, James Wright, Dom Moloney
3.	Governance Topics	**Governance Topics** a. Approve the minutes of the Annual General Meeting held on 09 Jul 2024. AGM minutes have been available for review and previously reviewed by trustees at their meeting (Sep 2024). **Meeting approved minutes.** b. Adopt the model constitution from Policy, Organisation and Rules (POR) Constitution has been available for review. **Meeting approved adoption** c. Note the Group's financial year *(1 Apr – 31 Mar)* **Meeting noted the financial year as stated.** d. Agree the number of members that may be appointed to the Trustee Board *(up to 12)* **Meeting agreed the Trustee board would be formed of up to 12 trustees** e. Agree the quorum for future meetings of the Group Scout Council (excluding this AGM) Proposal: One of Chair or Group Lead Volunteer to attend, plus 15 other members of the Group Scout Council **Meeting approved the adoption**
4.	Review of the previous year	**a. The review of Scouts in the 5th Saffron Walden Scout Group** The Chair gave GLV's review of the year and highlighted the time, effort & experience given by leaders is to be commended. Particular mention was made of the variety of activities and opportunities presented to the young people as well as repeating activities that were particularly well received. The Chair thanked the following: Leaders, Trustee Board, District, GLT team fellow leaders in other groups, local businesses and not least the long-suffering partners and families of Leaders. **b. Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts** Ed Byrne gave an overview of the state of Scout finances and highlighted that the accounts had been available for review. He made particular reference to the importance of Gift Aid, thanked all who contributed in this way and

		pointed out that we would not break even without it. Opportunities are available to sign up through OSM or via a paper form. Reference was made to how fundraising supplements income and that the group makes its money work very hard. Ed made a plea for any opportunities for fundraising or grants from the community. Ed closed by highlighting the 5ths inclusiveness policy that Scouting is for all and money should never be a barrier. He invited anyone to talk with a leader or himself in confidence to ensure participation for their child was possible. Ed was thanked on behalf of the Group for his hard work on the Finances
5.	Making appointments	**Appoint members of the Group Trustee Board** **T**he following members were also appointed with terms as shown: Jenny Simms – 2026 Lizzy Robson – 2028 Peter Pollak – 2028 Joining existing members: Nigel Bailey - 2026 James Wright – 2027 Ed Byrne - 2027 Stephen Rapkin - 2026 **The Chair gave special thanks to retiring members Ken Lowe and Mayank Seth.** **Appoint the Independent Examiner** Amy Empson was recommended by the Trustee Board as Independent Examiner for FY25/26. The meeting approved the nomination unanimously
6.	Strategy, Inclusion & Recruitment	Nigel noted that the new structure of the Scout Group including the Section Teams, Trustee Board and the Group Leadership Team (GLT) had worked well in its first year. He highlighted the GLT led activities. The meeting was asked to consider volunteering to help Leaders and the GLT. Nigel went on to build on Ed’s comments on being an inclusive Group and how finances should not be a barrier to Scouting.
7.	Close	The AGM ended at 19:47