

**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE SEVENOAKS DISTRICT SCOUT COUNCIL**

**HELD AT THE HEADQUARTERS OF
4th Sevenoaks (St. John's) Scout Group
On TUESDAY, 18th June 2019**

The evening commenced at 7.30pm with refreshments kindly provided by members of Sevenoaks District Active Support.

The business part of the Annual General Meeting commenced at 8.00pm with presentation of activities by Explorer Scouts participating in WSJ and attending Kandersteg this July.

1. Chair's welcome and apologies for absence

The District Chairman, Andrew Holland, welcomed everyone to the meeting and introduced those at the table – Michael Dreksler and Jo Brookbank (DC Team); Andrew Holland and Anthony Hitchings (outgoing and incoming District Chair); Jeanette Schwarz (District Secretary) and Inga Heath (District Treasurer).

Andrew also acknowledged dignitaries in turn - The Chair of Sevenoaks District Council, Cllr. John Edwards-Winser and the vice-Chair, Cllr. Diana Elser; The Mayor of Sevenoaks, Cllr. Nick Busvine OBE; Cllr. Richard Parry; Simon Corrigan as representative of the County Commissioner for Kent Scouts.

Apologies were received from:

Tess Robson (15th); Stuart Holden (6th); Matt Henning (6th); Catherine McCall; Duncan Harper (Explorers); Hayley Bechervaise (17th); Sarah Norsworthy and Jane Woodrow Clark (joint Guide District Commissioners - Kemsing and Otford); Owen Compton (12th); Caroline Copleston (6th); Rt. Hon. Sir Michael Fallon MP; Revd. Angus MacLeay (St. Nicholas Church); Anne Perry (Guide Division Commissioner - Knole); Stephanie and Richard Everest; Carl Ellmer; Judith Spurway (SDAS); Chris McCann (3rd).

2. Minutes of the 2018 AGM

These were not read as they had been made available on the District website and all members of the Sevenoaks District Scout Council notified prior to the meeting.

3. Matters arising from the Minutes of the 2018 AGM

There were no comments or matters arising.

Andrew Holland recommended to the meeting the 2018 AGM Minutes be accepted; Barbara Weekes duly proposed, Michael Schwarz seconded the proposal and the meeting voted in favour of the proposal.

4. Chair's report

Andrew referred the meeting to page 4 of the Annual Report as standing down as Chair following 8 years as member of the District Executive Committee and having serving 5 years as the District Chair it is time for new blood with Anthony Hitchings. Andrew wished Anthony and the DC-Team well as they went onwards and upwards.

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Andrew stated that two other members standing down –
Inga Heath stepping down as District Treasurer, who took on the role that had fallen vacant for a period of 1 year, applying appropriate controls and financial accountability;
Rose Mears also stepped down as Appointments Secretary after several years in the role, most grateful for her support with the various aspects of the Appointments process and confident Rose will continue in scouting.

Andrew introduced Samantha Devenney to the meeting stating Sam volunteered to take on the role of District Treasurer.

Andrew made presentations of flowers and Prosecco to both Inga and Rose (in Rose's absence Barbara Weekes accepted gifts).

5. District Commissioner's Report and Acknowledgements

On behalf of the DC-Team Jo Brookbank addressed the meeting stating –

Both Michael and Jo are passionate about Scouting and supporting the leaders of Sevenoaks to enjoy fun, safe scouting, sharing skills for life with our Young People and those adults joining the adventure.

We want to ensure that we inspire and support as many adults as possible. The only way we can do this is by understanding each Group well. So we have made it a priority for one of us to attend as many Group executive meetings and AGM's as possible as well as meet regularly with Group Scout Leaders. No two Groups or leaders are the same. We all face challenges some obvious, some not so clear and we welcome all of you to get in touch directly if you need to.

Michael and Jo are both hands on Scouters regularly running activities; Michael was at Scout camp last weekend; last night I was supporting our new Explorer unit, crate stacking and later this week I will be hiking with Cubs before sleeping in a hammock!

Without this hands on approach we feel we would not be so "in touch" with the needs of the young people and the District. For us it means barely a day goes past that we do not "talk" scouting but a key message we need you all to share this coming year is –

"It takes many people with totally different skills to enable the Scouting journey. Getting involved does not require a regular weekly commitment or a specific set of skills or even scouting experience and yes it really can be a few hours a week or a month but maybe the warning we do need to share is that time disappears fast when having fun!"

Earlier this year we started the process of improving communication in the District and supporting GDPR compliance by investing a large amount of time in the new G Suite accounts which gives us all –

- A secure way of sharing information in the District in Team Drives - enabling you to create your own as well
- A scouting email address to keep sensitive scouting data away from your own email

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- Somewhere private and secure to put your own scouting data (My drive)
- Access to a District directory
- A secure area of the District website for leaders only

6. Treasurer's Report and Approval of the Accounts for the year ending 28th February 2019

Inga Heath presented the Accounts to the meeting, thanking Jo (Brookbank) and Jennifer (Baker-Hirst) for putting the final report together whilst away.

The District accounts are prepared on a receipts and payments basis which often gives rise to timing differences year on year. This year an enhanced presentation made to provide better analysis of the numbers and give a clear picture of what the numbers mean. The focus has been on the multi-year income and expenditure of Mag7 and WSJ are transparent, given that these are the material movements in the accounts.

No material changes in the usual expenditure of the District year on year other than activity income and expenditure solely associated with adventurous activity permit training and courses for Young People. Any surplus will be used to purchase further equipment to support these activities.

However, within last week we became aware of a liability that required adding into the accounts due to an oversight of the Districts' photocopier leasing company not invoicing us since I took over as treasurer. We are hopeful to reduce the amount we will be paying following recent discussions and the offer of a credit due to their oversight. But have shown the liability in full at this point.

Finally, the District made no increase on their proportion of the annual membership subscription 'charged' to Groups although both County and HQ's rose this year.

No questions or queries were raised regarding the accounts.

Andrew thanked Inga and recommended the approval of the Accounts to the meeting. Nick Roberts proposed and Richard Parry seconded the Annual Accounts be accepted by the meeting; the meeting voted in favour of the proposal.

7. Acceptance of District Commissioner's Nominations for the District Executive Committee

Jo addressed the meeting for the following Nominations –

- a. Chair: On behalf of the DC-Team Jo thanked Andrew for a brilliant job done in the role of District Chair and grateful for the additional year given in this role.
The DC-Team nominated Anthony Hitchings as District Chair. The meeting unanimously agreed to the nomination with a full show of hands.
- b. Nominated Members: The DC-Team nominated the following –
Jennifer Baker-Hirst, David Martin, Karen Wilson, Angela Davie and William Morrish.
The meeting agreed these nominations with a show of hands.

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8. Election of members of the District Executive Committee

Anthony addressed the meeting for the following elections -

- a. Up to six members: Anthony read the names of the six nominations received (with proposers and seconders) and recommended the meeting vote on block all six nominations; the meeting voted unanimously in favour of the following nominations -

<u>Nomination:</u>	<u>Proposer:</u>	<u>Seconder:</u>
Tom McKeen	Kelly Williams	Katie McCreadie
Michael Schwarz	Rose Mears	Barbara Weekes
Bertie Downard	Chris McCann	Paul Heath
Erik Barrow	Owen Compton	Rob Francis
Russell Porter	Steve Aish	Christine Skeels
Nick Roberts	Ali Miller	Tom Crittenden

- b. Secretary: Anthony recommended the re-election of Jeanette Schwarz as District Secretary; John Talbot proposed the re-election and Andrew Holland seconded the proposal; the meeting voted by a show of hands and the re-election accepted.
- c. Treasurer: Anthony recommended the election of Samantha Devenney as District Treasurer; Andrew Holland proposed the election, Bertie Downard seconded the proposal; the meeting voted and accepted the election by a show of hands.

9. Appointment of Independent Examiner

Anthony enquired of Alan Copleston if he would continue as Independent Examiner for the forthcoming year's accounts and Alan agreed; Bertie Downard proposed Alan Copleston as Independent Examiner, Mike Schwarz seconded the proposal and the meeting unanimously agreed with a show of hands.

10. County Representative

Anthony invited Simon Corrigan to address the meeting –

Simon introduced himself as a member of the County Team representing the County Commissioner, Dean Harding, and shared the following –

- 2023 vision to prepare more young people with skills for life – 4 key areas of grow the movement, community impact, youth shaped and inclusivity;
- New video launched by HQ called “Ted’s Story” – played at close of meeting.
- Census growth in Sevenoaks shows the District bucking the trend in Kent and nationally – well done everyone.

Presentation of Certificates for Young People Growth made to the following Groups:

3rd Sevenoaks (Riverhead & Dunton Green), 4th Sevenoaks (St. John’s), 6th Sevenoaks (Kemsing), 10th Sevenoaks (Weald’s Own), 15th Sevenoaks (Otford), 17th Sevenoaks (Westerham) and 12th Sevenoaks (1st Edenbridge).

Presentation of Certificate for Adult Growth made to 4th Sevenoaks (St. John’s).

Presentation of Trophy for Growth of Group made to 12th Sevenoaks (1st Edenbridge).

- National uniform review underway – opportunity to have your say, open to all, including parents and those outside of Scouting; whilst The Scout Association states it will remain a ‘uniformed’ organisation the review will be from fresh eyes and relevant to young people and adults.

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- County Awards – this will take place in November 2019 and nominations must be received by the closing date of 19th July; the awards categories are Community, Young People, Adults, Media.
- Skills for Life – to be held on the weekend at the end of September; an opportunity to meet the County Team, gain programme ideas and obtain resources to take back to Groups and Sections.
Barbara Weekes enquired if this could also be offered during evenings, perhaps twice a year, as some members work shift pattern that often conflict with weekend events. Simon agreed this was useful suggestion and would take back to County.
There will be a camp option; the event similar to “Inspire” but practical and hands on rather than what other providers can offer. Booking is via the County website.
Jo added ‘Skills for Life’ also open to Young Leaders.

11. Elect Group Scouters to represent the District on the County Scout Council

Anthony advised Chris Barrow currently volunteered to represent the District (role open to a volunteer on an ad hoc basis). Erik Barrow proposed Chris continue in the role, Tom Crittenden seconded and the meeting agreed with the proposal.

12. Any Other Business appropriate to an AGM (previously notified)

None received.

13. Presentations

Jo presented Awards to the following:

Shelley Williams	- 5 year Service Award;
David Hitchings	- 10 year Service Award;
Richard Parry	- 10 year Service Award;
Anthony Hitchings	- 15 year Service Award;
Kevin Crawley	- 25 year Service Award;

On behalf of the DC-Team Jo acknowledged the following:

- Andrew Holland as out-going Chair after 5 years in the role and total of 8 years as member of the DEC; Andrew was presented with a ‘good’ bottle in appreciation.
- Rose Mears who managed the Appointments Secretary role effectively and efficiently for many years and during a very tricky time without Compass, indeed a challenging time. Flowers were
- Chris Barrow as Appointments Chair who has taken on the full load of managing appointments pending a new Secretary and supporting IT with the creation of the new District Appointments process.
- Erik Barrow for support of the IT logistics as part of the team with Michael, as well as creator of two new websites; also his support for activities this year and maintaining up-to-date permit records.
- Jeanette Schwarz for supporting the administration of Explorer finances for 5 years and now handing over to Karen Wilson, a new DEC member; Jeanette was presented with flowers in appreciation.
- Elaine Greenwood as County’s appointed DC support who provides guidance whenever required along with keeping the DC-Team’s training on track with validation.

Jo also acknowledged the Young People and Adults for making time for scouting across the District.

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Cllr. Richard Parry, Cllr. John Edwards-Winsor and Cllr. Nick Busvine offered their acknowledgements in turn to the Chair and members of Sevenoaks District Scout Council as the scout movement 'just gets better and better.'

14. Close

With no other items of business appropriate to the AGM received Andrew Holland thanked everyone for attending and closed the business part of the AGM at 20:45 hours (8.45pm).

- A presentation of WSJ19 kit was given by Max Baker.
- Michael Dreksler extended thanks to the Active Support members for providing refreshments.

Attachment – PDF document “2019AGM-attendance”

ATTENDANCE RECORD for the Annual General Meeting of the Sevenoaks District Scout Council held on Tuesday, 18 June 2019, 8pm, at 4th Sevenoaks (St. John's) HQ	
<u>PRESENT:</u> <i>Please print name (where appropriate provide your Group with current role)</i>	
Riana Taylor - activities instructor / 4th leader	Jenny Baker - JAG DE
John Sparrow - SDAS (Appls from Indvls)	Katie McCreddie DNSE
Shelley Williams (4th BL)	Tom McKean DYC
Andrew Holland CHAIR	Ruslan Pancer GSL (17 th)
Earl Barron - ADL Activities	John Edwards-Winsor Chair SDC
Karen Wilson - Parent	DIANA ESLER VICE CHAIR SDC
John Critchenden 12 th	ELAINE GREENWOOD Kent Scouts DC Support to
Mike Randall XL Leader	Mike Schwarz Chair DEC
KEVIN McDONNELL - ACL 1st	E. Bailey S.D. AS
John Talbot - GSL WRD	R. Hitchens S.D. AS
Barbara Weekes bsl 7 th	David Hatching SDAS
SIMON COOKMAN KENT SCOUTS	Alan Copleton - Auditor
Jan Padgett 15 th BSL	Natasha Kelley - cub leader / 4th
Alan Copleton Auditor	Clara Kelley - cub leader / 4th
Inga Heath - TREASURER	ANDY HIRRELL - CHAIR CO-GSL 1 st
Nizke Roberts - 1 st Group	Inga Heath Duplication
SAM DEVENNEY - TBC	Andrew Holland Duplication
M DREKSLER DC Team	Anthony Hatching CHAIR (incoming)
H Davies 9 th Beavers	Jeanette Schwarz SEC
J Trigg 9 th CUBS	Jo Brantingham DC Team
L Thompson 9 th Beavers	Michael Dreksler Duplication
R. DOWNARD DEC	
Ali Miller GSL 1st	
DAVE MARTIN EXP. LEA	
Richard Parry (STC Cllr)	
Catherine Reynolds Assistant cub leader	
Nick Busvine Town Mayor	
Ben Metz Assistant exp. leader	

PTO