



Group Executive Meeting Minutes

Date: 6th July 2023 at 6:30pm

Venue: Trinity Church East Grinstead

Attendees

Present for all or part of the meeting	
Tony Parsons ("TP")	Group Chairman
Caz Gould ("CG")	Group Secretary
Jill Beckingham ("JB")	Section Leader – Cub Scouts
Chris White ("CW")	Section Leader - Scouts/ Acting Group Scout Leader
Tracey Roberts ("TR")	Cub Parent Representative
Kristina Parsons ("KP")	Section Leader - Beavers
William Mewis ("WM")	Scout Parent Representative
Colin Smith	Cub Parent Representative
Jake Sheeran ("JS")	Deputy Group Scout Leader
Tim Winkley	Assistant Section Leader – Cub Scouts
Maria Dias	Acting Assistant Section - Cub Scouts and Beaver Scout Representative
Heather Furminger Harvey ("HFH")	District Commissioner
David Matthews	District Chairman
Clair Goold	Assistant Section Leader - Scouts
Apologies	
Alison Bentley	Group Treasurer
Fabiola White	Membership Secretary

Minutes

1. Chairman's Welcome

TP Opened the meeting at 6:30pm and welcomed everyone. The Beavers and Cubs sang a couple of camp fire songs for our entertainment guided by CW.

2. Apologies for absence

- Alison Bentley – treasurer and Fabiola White – membership secretary.

3. Minutes of Last Years Meeting and matters arising

- TP advised that copies of the minutes were available to read and requested confirmation that these were a true reflection of the meeting. HFH and WM agreed and approved.
- No Matters arising..

4. Group Governance Topics

a. Adopt the model constitution from the POR

We are required to adopt a new model constitution set by the Scouting Association to bring Scouts into line with the legal formalities for charities and trustee boards. The 4th East Grinstead group has not had their own constitution in the past but have always used the one set by the Scouting Association. The model constitution proposed by the Scout Association to be adopted by groups describes the role, membership and operation of the Scout Council, and the Trustee Board. We propose to adopt the new constitution proposed. This change mean that essentially the Executive Committee will change to Trustee Boards for Groups, Districts and Counties. And the Executive Committee Members will now be known as Trustees.

We will be required to re-adopt this new constitution at each Annual General Meeting and record this in the minutes of the Annual General Meeting.

Information is available from the Trustee Board members or indeed from the Scout Association website. However for ease – Charity Trustees must collectively:

- ensure that the charity is carrying out its purposes for the public benefit
- comply with the charity's governing document and the law
- act in the charity's best interests
- manage the charity's resources responsibly
- act with reasonable care and skill

We can confirm that the 4th East Grinstead has adopted the unchanged model constitution as set out in 5.4 of the POR.

Proposed: TP

Seconded: JS

b. Agree the number of members that may be elected to the Trustee Board

With the new Trustee Board, it is permitted to have committees to undertake certain functions. The previous Group Executive therefore will effectively be split into two parts. We will be required to have a Trustee Board but we will also appoint a Management Committee who will undertake additional roles to support the group as may be required. The Trustee Board members will all need to be registered with the Charity Commission and will have overall responsibility for the group in particular in relation to items such as health and safety and finance and a high level view of the group operations. Members of the trustee board will also form part of a separate Management Committee. The people that were on the previous executive committee will not all need to be trustees but they will now be part of the management committee.

By default the Trustee Board will be the Group Scout Leader (GSL); the Chairman, the Group Secretary and the Treasurer. We can vote in additional members, the recommendation from the Scouting Association is that we have the minimum 4 but another 4 as well.

Agreed it will be 8 for the Trustee Board.

c. Agree the Quorum for each of the Group Scout Council (including this AGM), meetings of the Group Trustee Board, meetings of any sub-committees.

AGM – 15 members of the group council - leaders, youth leaders, parents and helpers.

TP proposed – CW seconded

Group Trustee Board meetings and sub-committee meetings will be the same – recommendations to be third of 8 plus 1 = 3 or 4.

TP proposed – third plus 1. JS Seconded.

5. Treasurers Report and Account Approval.

The Accounts have been checked and audited by someone independent to the treasurer.

The 22/23 finance report is attached.

No questions raised.

Far greater income in 22/23 after covid and members have increased.

South East Water have given £2000 to the group. This will go towards equipment costs.

6. Group Scout Leader's Report

Please see attached report.

We are also looking for volunteers for Membership Secretary and Treasurer.

Chris will be stepping down from being GSL at the end of the summer. Heather will be acting GSL as a temporary position

7. Beaver Report

This year in the beaver section, we have had a fantastic and busy year. This is shown by the collective sum of over 200 badges earned by all the beavers throughout this year. Thank you to Tracy Roberts for organising the badges to hand out to each young person.

As a beaver colony, we have had two amazing sleepovers. One of the themes was Sailors, which was run back in September at Stanford with eight beavers present, and at the end of April this year, we turned Blacklands Farm in Sherwood Forest and had 20 Beavers graduate into Merry Men.

A few weeks after the 2nd sleepover, we returned to Blacklands farm for GO Beaver, which is a county-run activity day where the beaver did lots of activities from low ropes and bungee trampoline to art and craft.

During our evening meeting, we have done lots of indoor activities, learning and doing to gain challenge awards. These activities include learning about water conversation, understanding what a healthy diet is, learning about the different types of disabilities, and knowing what they need to do to admit First Aid if needed. The list goes on. We have also learnt about some cultural differences such as how people celebrate Diwali, what Burns night is, some phrases in different languages and how their lifestyle in their countries is different to how we live here. Again, the list goes on. We have also done lots of meetings that haven't been in the hall, like going to visit the local fire station, going carol singing for the residents of Lingfield Lodge and going on four hikes with chips at the end, of course.

The members of the beaver colony have increased significantly throughout the last year to our capacity. From only 19 beavers last year to 27 Beavers at this current point. Unfortunately, we have 5 of our beavers come to the age where they have to move on to become Cubs, and we have 3 more in the next few weeks, unfortunately, moving on too. But this does give some room for some other young people who are eagerly waiting to join our group.

None of this would have been possible without the help and support from 4th Leaders/ Volunteers; Maria, Jake, Chris and Jamie. It also could not have been run without the young leaders, who come week in week out: Teddy, Liam, Ben and Seth. I would also like to thank every parent who has come to help throughout the past year. Without this wonderful team of people. We couldn't have run such a successful section with so many young people.

8. Cub Report

Very enthusiastic group right now. Usually 100% attendance. Numbers have increased. Leaders have enjoyed

having a slightly smaller group of cubs and would like to keep it under 30.

Cub camp was Harry Potter themed and they were all amazing as it was the first time many of them had camped.

Have done lots of activities and badges. Finance badge - £30 handed out raised a lot of money.

Have used it for activities at Blacklands and Broadstone Warren.

Thanks to all leaders and helpers to make it a friendly group,

Thank you to the committee members and to Tracey for the badges.

We work as a team.

9. Scout Report

The Scout section had a very busy year. Summer 2022 ended with a fantastic joint activity afternoon with the Beavers and Cubs. But after that all eyes were focused on first Summer Camp post Covid. 8 Scouts, 10 Explorers/ Young Leaders and 8 Leaders descended upon Hollin Hall, Ripon, Yorkshire. Because of the large number of attendees, we were lucky to have been offered a Minibus through the contacts of Katie Malarkey. This meant we could transport in convoy, an advanced party in the minibus and Shogun and Trailer. A massive thank you to Ben Hope for taking on the challenge and responsibility to drive the Shogun and Trailer while I drove the Minibus. The Scouts all had a fantastic time and came home with lots of badges, medals, and memories of a great camp.

When we met back in the hall for September, we cracked on with our challenge badges. We also welcomed new cubs joining the section and then even more in January. In February 2023, 5 of our older Scouts completed their Expedition Challenge Badge. We went to our Scouting Family Friends at the 11th Southampton who gave us free accommodation for the night. The rest of the trip was planned and run by the 5 Scouts as part of their badge.

When the camping season finally came round again, our first camp was our annual Joint Weekend Camp. I am very proud to say that this year, we once again won the Joint Weekend Camp! BUT not only that, all three patrols took the top three positions, with a first-time 4th EG 1st, 2nd and 3rd position at the camp, so well done to the Ravens patrol led by Seth Mewis for the Win and to all the other patrols for an excellent achievement.

We Participated in this year's Marathon Hike, and our team worked well and came in 3rd position for their category, only just missing out on 2nd place by 1 point. We once again learnt a lot from this year, and we hopefully will continue improving each year. I would like to acknowledge all of this was made possible thanks to the efforts of Jamie who got the group prepared for the hike. I would also like to thank Caz Gould our secretary for her efforts on raising a grant for £1,000 to buy new hike tents and Gas Trangia stoves. Also, a thanks to Will Mewis for taking the time to source and find new appropriate tents at stoves at a fantastic price.

Our next Upcoming camp this weekend, will be run By Jamie Baker. This is in preparation to attain his 'Greenfield' camping permit. Once completed Jamie will be able to run camps on his own as the permit leader. Additionally, just around the corner is our Annual Scout Summer Camp at Dunscombe Park in Helmsley. We are looking to take three patrols to camp this year, with the usual host of leaders to assist.

Sadly, at the end of this academic year we will have to say goodbye to Seth, Isabella, Imogen, Sam, Peter & Isla, who will all be leaving us to join Explorers/ Young Leaders. I would like to thank them for their amazing attitudes and hard work over the past few years. They persevered through covid and stayed with the group to become very good patrol and assistant patrol leaders. We really hope they come back to the group as Young Leaders.

I would like to end by giving a Massive Thank you to Claire Goold, Jake Sheeran, Jamie Baker, Billy Davis & Samuel Baker. Without whom the Scout section would just not function.

10. Nomination and election of Chairman

TP will continue in this role, (Proposed by CW and seconded by KP).

11. Nomination and election of Secretary

CG will continue in this role. (proposed by TP and seconded by JS).

12. Nomination and election of treasurer

AB will continue in this role if necessary but she is looking to step down. Emily Brooks has offered to have a conversation with Alison about potentially taking over. (Proposed by TP and seconded by CW).

13. Nomination and Election of Group Trustees

Current members are William Mewis, Tracey Roberts, Maria Dias and Colin Smith. All are happy to continue. TP proposed and CW seconded.

We can also Co-opt people throughout the year if we need for example on the management committee for fundraising or equipment support.

14. Appointment of Scrutineer

This is not a requirement of the charity commission. JM Barnes will continue for another year. Proposed by TP, Seconded by JS.

15. AOB and Presentations

HFH kindly said something on behalf of the district:

The 4th EG were known as the independent republic. They have a very visible presence in the community – the May Fair; they circulated the programmes for the Lions, they go carol singing and are widely seen in the town and have made the district very welcome. What's unusual about the 4th is that if they start as a beaver they continue all the way to young leaders. She wanted to point out that Cameron and Ruby have been selected for the world scout jamboree in Korea. They will be able to inspire young leaders. The YL are so crucial to the group. Applaud the leaders and Young Leaders.

Joint may camp award to Seth Mewis

Award for growth in section numbers to the 4th.

Long Service award to Alison – Treasurer (10 years service)

5 year long service award to Will Mewis

20 years long service award to Kristina Parsons

Annual merit award from the group – not nominated anyone yet but we will do that asap.

AOB – none was raised.

TP closed the meeting at 19:37hrs.