

**MINUTES OF ANNUAL GENERAL MEETING OF 33RD NORWICH SCOUT
GROUP HELD ON MONDAY 23RD SEPTEMBER AT 20:00
AT COLMAN ROAD**

Present:	Dawn Inger (DI)	Chairperson
	Andrew Parle (AP)	Group Lead Volunteer
	Heather Battigan (HB)	Cub Team Leader
	Sue Flynn (SF)	Beaver Team Leader
	James Parnell (JP)	Group Trustee
	Justine Wenn (JW)	Group Trustee
Apologies:	Mandy Brown (MB)	Treasurer
	John McGrath (JM)	Group Trustee
	Jenny Ray (JR)	Beaver Team Member
	Tony Buttifant (TB)	Scout Team Leader
	Ryan Davenport (RD)	Group Trustee
	Eve Canham	Beaver Team Member

Item	Minute	Action
1	Welcome	
1A	DI thanked everyone for coming.	
2	Apologies for absence	
2A	See above.	
3	Governance topics	
3A	Approve the minutes of the AGM held on 27/09/2023 – Proposed by DI, Seconder AP, all in attendance approved.	
3B	Adopt the model constitution from Policy, Organisation and Rules (POR) – Proposed by DI, Seconder SF, all in attendance approved.	
3C	Note the Group's financial year – The charity's financial year will run from 1 st April to 31 st March.	
3D	Agree the number of members that may be appointed to the Trustee Board – Outgoing Trustee Board recommended 10 people are appointed. Proposed by DI, Seconder HB, all in attendance agreed.	
3E	Agree the quorum for future meetings of the Group Scout Council (excluding this AGM) – Outgoing Trustee Board recommended this should be set at 5. Proposed by DI, Seconder JP, all in attendance agreed.	
4	Review of the previous year	
4A	The Group Lead Volunteer's review of Scouts in the 33rd Norwich Scout Group – AP gave a review: <ul style="list-style-type: none"> • All sections are full with waiting lists • Awards are being handed out on a regular basis • New building started 10 days ago • The group is doing well. 	

	<ul style="list-style-type: none"> There has been an increase in volunteers by 25% this calendar year. <p>AP thanked all the volunteers and the parents for all their support.</p>	
4B	<p>Receive and consider the Annual Report of the Group Trustee Board, including the annual Statement of the Accounts – AP ran through the report.</p> <p>HB asked about the cost of hiring the hall. AP explained that we now pay rent to St Anne's but the money is coming out of the grant and not the Group's funds.</p>	
5	Making appointments	
5A	<p>AP recommended the DI should be appointed as Group Chair. All in attendance agreed.</p> <p>DI recommended that MB should be appointed as Group Treasurer. All in attendance agreed.</p> <p>DI recommended that the following people are appointed as members of the Group Trustee Board: JW, JM, JP, HB, RD, TB and Andy Taylor. All in attendance agreed.</p> <p>DI thanked everyone for their work during the year, and thanked Sarah Fearn, who is standing down.</p>	
5B	<p>Appoint the Independent Examiner – AP proposed Calvin Leuty as the Group's Independent Examiner. Secorder DI, all in attendance agreed.</p>	
6	Closing remarks	
6A	<p>AP handed out a couple of Awards – JW received a 5-year service award and JP received a 15-year service award.</p>	
6B	<p>DI thanked everyone for attending and closed the AGM.</p>	