Minutes of the Northamptonshire County Scout Council Annual General Meeting

Saturday 5th October 2024 – 4pm

Sir John Lowther Centre

Present: Anna Swann (County Chair), Steve Rolt (County Lead Volunteer), Glyn Timmins (County Treasurer), Maxine Brand (County Administrator).

Then, as taken from the participants' record:
Laura-Jane Rawlings (Deputy Lieutenant), James Hakewill (Vice President), Ron Hasler (Vice President), Danielle Stone (Vice President), Elaine Farr, Lee Jones, Tony Knott, Georgina Miles, Peter Morrall, Piotr Shefchick, Sheila Shrives, Trevor Wayman, Amy Crawfurd, Rosie Wrighting (MP for Kettering), Mike Reader (MP for Northampton South), Jon-Paul Carr, Paul Joyce, Karen Tweedale, David Coleman, Damian Reynolds, Alisdair Rolt, Will Hazell, Michele Hunt, Caroline Jewell, Ian Malcomson, Joseph Loak, Josh Haigh, Thomas Ward, Tom Althorpe, Alison Andrews, Rebecca Andrews, Henny Cameron, Gillian Dowling, Tony Filsak, Lucy Jewell, Samantha Longhurst, Karen Tonks, Lora Lawman, Keith Shackleton, Linda White, Robert Hambly, Joyce Allen, Graham Patrick, Liam Claris, Julie Barton, Adrian Jewell, Jamie Nash, Tyler Jeffs.

Apologies:
James Saunders-Watson, Paula Evans, Lyle Abbott, Alistair Cochran, Linda Edwards, John Masters, Richard Paragreen, Patrick Richardson, Christine Smith, Dean Smith, Lucy Rigby, Nathan Ingram, Emily Fletcher, Amy Schumacher, Joseph Middleton, Patrick Farrell, Zara Penny, Eloise Murray, Geoff Barden, Christine Francis, Mike O'Connor, Steve Graves, Alex Evelyn

1. Welcome
The County Chair welcomed everyone to the AGM and said that she hoped that those who had the opportunity to go outside and see the activities had enjoyed seeing the Centre in action and full of young people getting on with their Scouting and having fun. It was hoped that the changes and upgrades made at the Centre had been noticed. The Chair informed those present that members of the Scout Council entitled to vote had been issued with a voting card and should wave it in a dignified fashion when asked!

2. Apologies
There was a list for apologies to be noted at sign in and the Chair asked if any needed to be added. No further apologies were notified.

3. Governance Matters

It was explained that this part of the meeting was to make sure the charity's foundations are in good order.

3a. Minutes of the 2023 AGM - Proposal for Adoption

The County Trustee Board had reviewed the minutes of the previous AGM, and these minutes were shared with the Council by email and were available online. The Chair put forward that these minutes be taken as read and asked the County Scout Council to agree them as a true record of the meeting.

Seconded – Peter Morrall
All in favour, none against.

3b. Adoption of the Revised Constitution

The Chair advised that some amendments to the constitution had been made following the recent changes to POR. This had been shared with the Council via email, as well as the newsletter and website. It was proposed that the Council adopt this constitution.

Seconded – Tony Knott
All in favour, none against.

3c. Note the County's financial year

The Council members were asked to note the charity's financial year is 1st April to 31st March.

3d. Approve appointed and community members of the County Scout Council

The Chair stated that the County Scout Council can admit other people to membership, as appointed or as community members in addition to the ex officio list shown in POR Rule 5.6.4. For the forthcoming year there were no nominations.

3e. Agree the number of members that may be appointed to the County Trustee Board

The Chair advised that following good practice recommendations from the Charity Governance Code, POR states Trustee Boards should have a minimum of 5 and no more than 12 Trustees in total. This includes ex officio and co-opted Trustees. The County Scout Council were required to agree the number of people to be appointed to the County Trustee Board. The outgoing Trustee Board recommended that a maximum of 12 people are appointed and it was proposed that the County Scout Council approve the recommendation.

Seconded – Caroline Jewell
All in favour, none against.

3f. Agree the quorum for future meetings of the County Scout Council

The Chair advised that the County Scout Council must agree its quorum, which is the minimum number of County Scout Council members that must be present at Council meetings. The outgoing Trustee Board recommended that the quorum should be set at 10% of eligible members with roles recorded on the membership system. It was proposed that the council approve this recommendation.

Seconded – Sam Longhurst

All in favour, none against.

4. Review of the previous year

The Chair explained that this part of the meeting was to reflect on the activities of the past year. The Trustees Report had been shared with the Council via email and was made available on the website. Highlights of the year included a period when we saw 3 different County Lead Volunteers (the new name for County Commissioner); Dean Smith stood down after 7 dedicated years in the role, Lee Jones heroically stepped up the task of interim Lead Volunteer from September to December whilst we continued to recruit, and in January this year we welcomed Steve Rolt into the role, as he hit the ground running just weeks before the annual Census. Many of the structural changes that Transformation will impose have been implemented. The Chair stated that we will continue to ensure that good governance supports good operations within the County.

Plans for the Amenities Block at the centre have remained on pause whilst the Trustees explore alternative options. The planning permission granted in 2020 expired in October 2023; and the Trustees have been considering different options based on our ability to fundraise, time spent thus far and the need to get a useable solution in place as soon as practically possible. The Chair thanked David McInally who continues to lead this project.

The Chair went on to explain that following recent changes around Governance, specifically those affecting the structure of Trustee Boards, there would be a significant change to our Trustee membership for the coming year. For several years our six districts have nominated a representative to the County Trustee Board which changes this year. The Chair extended thanks to the outgoing members for the thoughtful contributions, time, effort and consideration, that they had given during their time as County Trustees. Thanks were also given to everyone involved across the county, our volunteers, trustees and staff, for the dedication and commitment as we continue to move forward and develop.

4a. Receive and consider the Annual Report of the County Trustee Board, including the Annual statement of Accounts

The Chair confirmed that the County Trustee Board had approved the Annual Report and Statement of Accounts, and had received the report on the accounts from the independent examiner Essendon Accounts & Tax Limited.

The Treasurer, Glyn Timmins gave a brief summary of the Statement of Accounts. He advised that the County remains in a strong financial position having made a small deficit in the previous financial year. The finances were available to view. No questions were raised.

5. Making Appointments

5a. Appoint the County Chair

Steve Rolt, County Lead Volunteer explained that following the Open Selection Process agreed by the Trustee Board, the recommendation to the County Scout Council was that Anna Swann should be appointed as County Chairman for a term of 3 years. A show of hands was requested.

All in favour, none against.

5b. Appoint the County Treasurer

The Chair stated that following the Open Selection Process agreed by the Trustee Board, the recommendation to the County Scout Council was that Glyn Timmins should be appointed as County Treasurer for a term of 1 year. A show of hands for approval was requested.

All in favour, none against.

5c. Appoint members of the County Trustee Board

The Chair stated that following the Open Selection Process agreed by the Trustee Board, the recommendation to the County Scout Council was that the following be appointed as Trustees:

Gillian Dowling and Karen Tonks for a term of 1 year.
Alison Andrews, Henny Cameron, and Samantha Longhurst for a term of 3 years.

A show of hands for approval was requested.
All in favour, none against.

The Chair thanked all the Trustees for their work during the year, particularly those who are standing down.

5d. Re-appointment of County President and Vice Presidents

The Chair explained that our President and Vice Presidents have no executive function or role and activities can include 'ceremonial' duties such as presenting awards, hosting receptions, proposing toasts or attending events as an official representative of Scouting. The Chair said that we are always pleased to see them at our events. The role also includes the promotion of the wellbeing of Scouting in the wider community by assisting to develop relationships between Scouting and other institutions and associations as appropriate.

James Saunders Watson was proposed as President, and James Hakewell, Ron Hasler, Tom Partridge-Underwood, and Danielle Stone as Vice Presidents. A show of hands to approve the proposal was requested.

All in favour, none against.

5e. Appointment of the independent examiner

The Treasurer proposed that Essendon Accounts & Tax Limited be appointed as the independent examiner. The Chair confirmed that Essendon Accounts & Tax Limited had been proposed, seconded and are qualified for the role. A show of hands to approve their nomination was requested.

All in favour, none against.

5f. Election of Northamptonshire County Scout Council representatives to the Council of The Scout Association.

The Chair stated that under rule 6.5 of POR, two County representatives needed to be elected to the Council of the Scout Association in addition to the County Lead Volunteer and County Youth Lead. This being an important link from County to the National organisation.

Lee Jones and Jamie Nash had been nominated and seconded. A show of hands was requested for their election.

All in favour, none against.

6. Closing Remarks

6a. Date of the 2025 Annual General Meeting – Saturday 27th September 2025

6b. Close of Formal Meeting
The meeting was formally closed at 4.18pm.