



## **Lambeth District Annual General Meeting Minutes**

**Held on 13<sup>th</sup> June 2023 at Streatham Conservative Club, Blegborough Road, SW16**

### **Welcome and Introductions**

Keith Merrall (District President) welcomed everyone from the District. Keith extended a welcome to Matt Butterfield (County Development) and Alfie Francis (County Youth Commissioner).

Keith asked all present to stand for a minute of silence to remember those we have lost in the last year.

Keith talked about the Alexander Fund and the application process; he encouraged Groups to utilise this resource.

Keith handed over to Ian, who agreed to chair the meeting, Ian thanked Keith.

### **Present**

10 Groups and 2 Explorer Units were represented; a register of attendees was taken on entry.

### **Apologies**

A register of apologies was noted during the meeting.

### **Previous Minutes**

The minutes from the previous meeting held on 5<sup>th</sup> July 2022 were emailed out to members prior to the AGM, Ian expressed his hope that everyone has read them. Ian thanked Hannah for the minutes taken. The minutes were proposed by Gregory Cooper and seconded by Keith Merrall, all present agreed.

### **Undertake governance oversight by:**

Ian talked through the following bullet points and explained that this is in line with the Charity Commission rules, where previously agenda's have strayed away from the official format, therefore we need to ensure the correct structure is used.

- *adopting (or re-adopting) the constitution of the scout council (modal constitution published in the April edition of POR, rule 5.3)*

Ian asked those present to accept the constitution – proposed by Lynn Andrews, seconded by Cheryl Stonebridge, all present agreed.

- *confirming (or re-confirming) the dates of the district's financial year*

Financial year dates were confirmed as 1<sup>st</sup> April to 31<sup>st</sup> March.

- *agreeing the number of members that may be elected to the trustee board*

This is not changing this year so will be 6 elected (with 1 person under 25 years) and up to the same number nominated – proposed by Peter May, seconded by Roger Whittle, all present agreed.

### **Review of previous year:**

- Trustee Annual Report

This was emailed out to members of the District, but Laura has some paper copies if anyone would like a copy. There was one omission – Tomas was missed off but has been added to the paper versions available.

Marco raised point that Frankie Postles was not on the vote, however this was recorded under the wrong heading.

Ian gave a brief overview that this was the final time the appointment of members to the Trustee Board will be conducted in this format, from the next AGM there will be changes on how the board is appointed and managed and they will no longer be responsible for the finances of the District. Ian said there will be some changes to membership this year as some members have stood down and he took the opportunity to thank those people for their support of the Trustee board. Ian explained he has chaired the meeting tonight but is not actually the Chair.

Ian thanked Steven Hanwell for facilitating the meetings at Granton School and hybrid meetings where members needed to zoom in.

Ian spoke about the Transformation being a big undertaking and thanked Rosemary for putting herself forward to be the lead for Lambeth, she will be supported by Wendy and Matt.

Ian spoke about the importance of GDPR as per the report and the need to ensure we as a District are tight on compliance.

Ian expressed his thanks to Hannah for taking the minutes for the Trustee meetings as the District currently have no secretary, this is a role that needs filling. Ian talked about a lot falling onto Wendy's shoulders to manage and she can and should not do it all so this needs to be sorted now as when Wendy's term is over, no-one will pick it up.

Finances have continued to be well managed by Jackie and Ian expressed his thanks to her and to Shelia Ward for auditing.

The District minibus falls under the responsibility of the Trustees, it has been felt this is an under used resource, there is a website booking system so if anyone is unsure, please ask Marco at the end of the meeting. Ian thanked Marco for managing the minibus. The minibus does have some scheduled repairs due in the coming months.

In last years report, it was mentioned that the District store needs a good tidy and sort out, this hasn't happened yet but will be done soon. Some items need clearing so if Leaders want to use/keep them they need to claim them and all help with the clearing would be most welcome. Any Group with equipment in the store, please get in touch with Wendy.

Ian concluded with looking forward to an exciting 12 months with the transformation, it may be tough for parents/carers financially but essentially scouting and the experiences young people experience comes down to the leadership, so thanks.

Accepted Gregory Cooper, seconded by Gillian Crampton, all present agreed.

- Annual Statement of accounts

A copy of the accounts was distributed. Unfortunately, Jackie was unable to be present tonight but if there are any questions, please do email her.

Accepted by Cheryl Stonebridge, seconded by Peter may, all present agreed.

### **Make appointments:**

- Chair of the Trustee Board – there was no nomination for Chair. Wendy asked for permission to appoint a Chair if one comes available, all present approved. Wendy asked Ian to continue chairing this meeting, Ian agreed.
- Secretary of the Trustee Board – there were no nominations. This role needs filling, so Wendy asked for permission for the Trustee Board to co-opt someone over the year, all present approved.

- Treasurer of the Trustee Board – one nomination – Jackie Hanwell. Proposed by Lynn Andrews, seconded by Courtney Jewell, all present approved.
- Election of Trustees – members were asked to complete a vote at the beginning of the meeting, the outcome was to appoint Gillian Crampton, Cheryl Stonebridge, Barbara Parsons, Alan Walker and Roger Whittle. Ian thanked Marco Lecca for putting himself forward for this vote.
- Election of 18-25year old Trustee – one nomination Sarah Flor Guedes from 15<sup>th</sup> Lambeth, nomination approved.
- Lead volunteer's nominations of Trustees – Wendy said in preparation for next year where there will be no nominations she will cut her numbers to 3 and those will be Keith Merrall, Sue Byiers-Oldfield and Rosemary Merricks. For her 18-25year nomination, she would like to nominate Jamie Francis, when he turns 18 in September. All present approved.
- Presidents and Vice Presidents – Keith Merrall as President and Keith Hill, the Mayor of Lambeth and 3 MP's for Lambeth as Vice Presidents, all present approved.
- Independent Auditor – Shelia Ward is happy to continue in this role, all approved.

#### **Agreeing to quorum for:**

- Those who are entitled to vote at the District AGM – Leaders and Group Chair, two thirds of the Groups in the District need to be represented. It was noted parent helpers do not have a vote.
  - Meetings of the District Trustee Board – needs to have two thirds of the members present.
  - Meetings of Sub-Committees – Wendy proposed the same two thirds as full board meetings, although at present there are no sub committees in the District.
- Proposed by Wendy Hutcheson, seconded by Roger Whittle, all present agreed.

Ian concluded his section of the meeting.

#### **Presentations**

The **Chief Scouts Commendation for Good Service Award** was presented to:

Sarah Nugent  
 Ross Whittome  
 Rosemary Merricks  
 Rita Douglas  
 Konrad Bishop  
 Alan Walker

**Long Service Awards** were presented to:

Konrad Bishop – 5 Years  
 Maureen Downs – 40 Years  
 Keith Merrall - 60 Years

The **Bar to the Award of Merit** was presented to:

Gillian Crampton  
 Ian Andrews  
 Lynn Andrews  
 Cheryl Stonebridge

## **Kings Scout Award**

Ben Stewart-Tomkins

### **District Commissioner Report**

Wendy said this is her last report as District Commissioner! This is because this time next year it will be the report from the Lead Volunteer for Lambeth.

This last year has been a year of ups and downs. As Ian mentioned earlier, we have lost some members in the last year, we will miss them all. On a personal note, Wendy thanked those who had supported her since Dave's death.

Wendy talked about putting in a lot of nominations for national level awards, some of which have been presented tonight. These awards are not automatic and have to be applied for and we only get a small percentage back, some have to be re-written and have to demonstrate what is deemed as 'exceptional and continued (or further) outstanding service to the movement'. Wendy extended her congratulations to all award and service recipients today and those presented recently.

Wendy spoke about the recent presentations of 2 Queen Scout Awards to Sarah Nugent and Matty Johnson, and to Ben Stewart Tomkins for his Kings Scout Award, the first in the County as far as we know! Many congratulations to them as these awards take a lot of effort to achieve.

Wendy talked about the census; in January we saw our numbers increase. We have a total of 691 youth members and 76 adult leaders with a further 80 adults in support roles. This means we are heading back to our pre lockdown levels, which is good to see. However, we have lost 3 Groups this year and are waiting for one Group (75<sup>th</sup> Lambeth) to reopen after their HQ refurbishment has been completed at the Lambeth Mission. The 17<sup>th</sup> Lambeth didn't reopen after lockdown and neither did the 1<sup>st</sup> Streatham hill and the 1<sup>st</sup> Stockwell Park lost their leadership team through relocation and there have been no volunteers to fill that void.

Wendy talked about being evident that as much as ever, we are in need of more volunteers to fill roles. All Groups are responsible for recruiting more volunteers, it is not just up to the District Commissioner or County. Matt Butterfield is happy to help complete a health check with Groups; all you need to do is ask! He also has tools to help with recruitment, so get in touch with him.

The appointments team have met this year and approved many new adults. Their role now changes as we move into the transition towards our new team structure next spring, and we are working with the new 'welcome' process. This means we won't have ACC meetings with a panel of people but that in conjunction with the Groups, members of the team will go out to meet with new adults early in their joining process to meet with them individually and to recommend their appointment to the District.

The transition means that this time next year we will be working in a team-based structure, some roles will no longer exist as they migrate to becoming team members rather than helpers and the training requirements will change for many roles. Matt is our County lead and will take questions and provide some answers after this meeting concludes.

As always, we as Leaders must be prepared for the new normal and requirements to run safe Scouting, this includes having written risk assessments, putting in notifications for nights away in line with the rules. Wendy stressed that these are mandatory requirements and alongside these

we must keep up to date with Safety and Safeguarding training. Wendy expressed that she feels we are in a good position as a District as of the 1<sup>st</sup> June we show only single figures of adults requiring the mandatory training, however we need to keep this up and get down to zero!

Our District Youth Team are still keen to come and visit Groups/Sections as well as get involved with running events so please support and welcome them. They have successfully run our first District Night Hike, for many years, back in February and have supported other events across the District and the County.

As a District we need to embrace the changes coming and continue with our activities and events encouraging young people.

Wendy concluded that nothing could take place without the adult volunteers in the variety of roles across the District, who are making it happen, so to every adult volunteer thank you.

### **Conclusion and thanks**

Ian thanked Wendy for all her efforts and the support she puts into the District, especially given the recent events, it is much appreciated.

Ian thanked everyone for attending and to Laura and Barbara for providing the food.

**Meeting closed**