

**Minutes of 5<sup>th</sup> Littlehampton Sea Scouts Group Annual General**  
**Meeting**  
**12th January 2021**

**Welcome** – Chairman, Jill Long welcomed everyone to the AGM which was to cover the Annual Report from 2019-2020 and ensured everyone was comfortable with Zoom meeting protocols.

Those present included invited District representatives Mark Hewson (District Commissioner), Jill Gladman (Deputy District Commissioner Programs), Prue Payne (District Secretary), Sally Holmes (ADC People and Communications), Deborah Deacon (ADC Beavers) and Jill Hart. Members of the Group Scout Council, Supporters, Leaders from the Arundel & Littlehampton Scout District & the 5th and parents.

Jill Long drew attention to the agenda and invited Acting Group Secretary Kim Allan to give apologies received. **Apologies** were received from: Julie Ferris (ADC Cub Scouts), Paula Cooke (ADC Scouts), Mick Stevenson (District) and Julia Flower (Group Treasurer).

**Appointment of Group Secretary.** Kim Allan was proposed as Group Secondary by Clare Frostick (Skipper), Seconded by Gary Silverson (Old Skip) and agreed by those present. Jill welcomed Kim as the Group Secretary.

**Approval of the Minutes** of the Group AGM held on 13th October 2019 for which the relevant papers had been distributed to all parents prior to the meeting. One minor amendment was requested ('Jill Hart' should be 'Gill Hart'). The minutes were proposed by Laura Stoddart (Bramble), seconded by Andy Constable (Mungo) and agreed by those present as being a correct record. Jill thanked everyone for their continued support of the 5th.

Jill Long, **Group Chairman**, drew attention to her written report which is contained in the circulated AGM papers (Annual Report and Unaudited Accounts). Attention was drawn to the: Chairman's report; Group Scout Leader report; section reports; Annual Report of the Trustees and the Annual Accounts.

The reports were proposed by Clare Frostick (Skipper), seconded by Stuart Little (Executive Member) and formally approved by those present. These documents are available to view on the Group's website.

The ***Treasurer's Report*** detailing the income, expenditure and bank account balances as of 31st March 2020 are on pages 8 to 13 of the AGM booklet. Questions were invited but no questions were put forward.

The Treasurers Report was proposed by Ali Dymock (Midi), seconded by Sophie Dymock and formally agreed.

Jill drew attention to the dedication to ***Tony Squires*** within the Annual Report. She acknowledged his contributions to the 5th and noted that when covid restrictions have been lifted there will be an event to celebrate his life and contributions.

Kester Riley (Group Scout Leader) informed those present that Jill Long will be stepping down as the ***Group Executive Committee Chairman***. Jill has carried out this role for many years and has overseen many positive changes in the group. Jill has taken on the role as the District Chairperson. Kester officially nominated Rachel Kerwick to take on the role of Chairman of the Executive Committee. Kester welcomed Rachel and invited her to Chair the remainder of the AGM, extending his thanks to Rachel for stepping forward and to Jill for everything she has contributed.

Rachel Kerwick introduced herself as a proud parent to a Sea Scout and a Beaver at the 5th and an English teacher at TLA. She welcomed the opportunity to contribute to Scouting after experiencing first hand the benefits it brings young people. Rachel thanked Jill Long for her help and encouragement and acknowledged hers were big shoes to fill.

***Ratification of appointment of Group Secretary and Group Treasurer.***

Rachel officially confirmed that Kim Allan is joining as the Executive Committee Secretary and was pleased to announce that Julia Flower is willing to carry on with her duties as Group Treasurer. This was proposed by Laura Stoddart (Bramble), seconded by Gary Silverson (Old Skip) and formally agreed to by those present.

**Group Scout Leader nomination for committee members and Nominations for members of the Group Scout Council to the Group Executive** – Gary Silverson (Old Skip), Laura Stoddart (Bramble), Amber Ollerenshaw (Chil) and Stuart Little (Executive Member) were re-elected to the Group Executive Committee for a further 12-month period. All present agreed.

Beaver Assistant Leader Sophie Dymock and parents Warren Chapman and Sarah Mann have come forward to join the Executive and confirmed they were also happy to be elected.

Rachel invited any other interested parents who would like to join the committee to get in touch.

**The appointment of an independent examiner.** Mr Paul Thatcher of THL Accountancy of Goring Road, Worthing, has indicated he is willing to continue his work on examining our accounts. This was proposed by Stuart Little (Executive Member), seconded by Clare Frostick (Skipper) and formally agreed to by those present.

Rachel concluded the formal part of the evening and declared the business part of this Annual General Meeting closed.

Rachel proceeded to give **thank yous** on behalf of the Group. Firstly she expressed her sincere gratitude to Jill Long for her commitment and passion for scouting and hoped she would continue to be around and involved with the 5th. Secondly she thanked Gary Silverson for maintaining the hall throughout the last difficult year and keeping it open and ready for use with speed and efficiency.

Thirdly Rachel thanked Kester Riley for his support and the extra work he puts in. Just one example was the remarkable pre-recorded Remembrance Day event last year. Thanks went to the Committee for their help and support and all the Leaders for engaging learning opportunities acknowledging the time and effort required, whether the meetings are in person or on Zoom.

Rachel thanked the District members and all those who had turned up to support the AGM.

Kester Riley informed the AGM that the previous year had been successful but noted the past 8-9 months had been very tough for everyone including the 5th. We have lost 20-30% of the kids. There are now around 70 children when the figure was closer to 100 at the beginning of lockdown in March. There has been a £17,000 reduction in income. Financial losses include £4000 in subs, £1000 from the cancellation of Forces Day and £5000 in donations.

Kester echoed the thanks to all the leaders for successfully running meetings over Zoom.

There is currently an appeal for photos of the kids wearing the 5th branded T shirts and hoodies for use on the website selling page. Branded mugs are also still available online.

Kester mentioned there is still a need for more parent volunteers and extended his thanks to Sophie Dymock, Warren Chapman and Sarah Mann for joining the Executive Committee. Kester appealed for any help for Gary at the hall, even just for an hour a week. Anyone interested was invited to contact Kester.

Kester concluded with thanks to everyone for their continued support.

Laura Stoddart updated the meeting regarding Beavers. She noted we are really fortunate to have Sophie and David joining.

Laura informed the meeting she will be stepping back a bit due to other commitments and again appealed for more parent helpers to come forward. Although there have been some losses in numbers from the colonies and they are currently amalgamated for Zoom meetings, they will split again when face to face meetings can resume.

Mark Hewson (District Commissioner) was invited to speak and echoed Kester's comments. He said the 5th had done brilliantly keeping so many kids engaged and encouraged everyone to keep it up until face to face scouting is back, hopefully by September. Mark thanked Rachel and Kim for taking up the voluntary roles which, along with Treasurer, are essential. He also extended his thanks to Kester for all his hard work and welcomed Jill back to District. He concluded with wishing everyone all the best for 2021.

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As Chairman, Rachel called for any questions to conclude the meeting.

Jill Long as outgoing Chairman expressed she will miss the 5th. The experience had been fun with many ups and downs as a group. She kindly offered to be available to help Rachel & Kim settle into their roles.

It was asked when the Christmas Trees will be ordered. Kester suspected the order would go in in September as we had done very well selling the trees last year. It was commented and agreed that the quality of trees had been very good.

Kester Riley thanked everybody for attending and closed the Zoom Meeting.