



Registered Charity No. 1068401

Minutes of the 1st Creigiau Scout Group 2016 AGM
Held at Scout HQ, Creigiau on Thursday 17th March 2016 6.30p.m.-7.30p.m.

1. Welcome & Introduction

William Maddocks welcomed and introduced everyone.

2. Housekeeping arrangements

Fire Safety and first aid arrangements were detailed.

3. Agree minutes of previous AGM

The minutes were agreed without objection.

4. Attendance & Apologies

PRESENT

• Ian Bailey	Chairman
• William Maddocks	GSL
• Nick Phillips	Treasurer
• Pat Phillips	Secretary
• Steve Carnell	Asst. GSL
• Rhod Walters	Hon. Life Member
• Tim Fawell	Exec Member
• Peter Arentsen	Afon District

APOLOGIES / ABSENT

• Nigel Griffiths	Beaver Scout Leader
• Julia Brice	Cub Scout Leader
• Simon Evans	Scout Leader
• Philip Evans	Assistant Scout Leader
• Andrew Davies	Explorer Scout Leader
• Paul Welton	Group Estate Manager
• Chris Lee-Brassington	Beaver Scout Section Assistant
• Barbara Hughes	Beaver Scout Section Assistant
• Jon Campbell	Beaver Scout Section Assistant
• David Peate	Cub Scout Section Assistant
• Ruth Davies	Hon. Life Member
• David Pendlebury	Hon. Life Member
• Margaret Pendlebury	Hon. Life Member

5. Receive and adopt the Financial Statement & Report for 2015 Financial Year

The 1st Creigiau Scout Group continues to develop and provide the best Scouting experience we can in the best environment for Scouting. The group has continued to improve the Scout HQ facility continuing to make the site a better place for the group and anyone who chooses to hire the facility.

Expenses have been put to good use for the following areas:

- Campfire circle – this area has been renovated to give a much better area for all sections to enjoy for years to come.
- The parking area – continuing the development to make the car parking area more in line with the facility and expectations
- Drainage – hidden costs to make the entire site a more usable space
- Tarmac edging – providing a clear distinction between traffic and play areas.

As mentioned last year there is an ever increasing focus on health & safety and as such it is our duty to meet legal requirements whether it is from Fire safety requirements to insurance for employees using the hall. This alas takes money

and we will continue into 2016 trying to meet these requirements and make the facility compliant to both Scouting and Childcare standards.

In 2015 we welcomed a new group called Mad Science who used the hall for one week during the summer; in 2016 they will return for 3 weeks across the Easter and Summer holidays with reports that it was their favourite facility across the Cardiff area.

Accounts

In 2015 some of the main areas within the accounts are as follows:

Income

- Youth programme income is steady with Gift Aid continuing to deliver good benefits.
- Scout Stamps – continues to be at a consistent level and rewards all the hard work carried out by the group and parents
- Rent – Has increased in line with higher occupancy through 2015

Expenditure

- Building improvements – as highlighted this has been maintained at a relatively high level as we continue the improvements.
- Uniforms & badges – continue at a relatively high level through demand for uniforms and badges including our 30th anniversary badge.
- Insurance – 2015 reflected both 2014 & 2015 payments due to the delay in agreeing the new levels for 2014. It also now includes an employer liability insurance to cover the cleaning and grass cutting activities.
- Utilities – This has increased for three main reasons:
 - Increased utilisation of the hall requires the hall to be heated for longer periods through the week
 - The Electricity company had incorrectly charged the group in 2013/14 and so recovered some payments through Q1/2 2015 – the group is currently in the process of moving provider and saving approx. 10% of charges.
 - The utility payments now include the WiFi subscription that has enabled the use of WiFi for the group and those hiring the hall.

The Group's policy on reserves has remained the same; holding sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short.

To this end in 2014 the Group Executive Committee continued with a policy of holding the sum of £10,000 in a secure fund; equivalent to approximately four-six (4-6) months running costs.

The Group adopts a low risk strategy to the investment of funds which are held in cash using mainstream banks and we continue to consider that there are insufficient funds to make long term investments viable.

As seen in 2015 the expenditure exceeded income by approx. £5000 so the balance of funds has decreased to approximately £14,500.

Outlook

The 2016 outlook is positive with some areas of focus:

- Capitation – recalculation of the method of deriving fees might expose the group to higher charges.
- Increasing regulations – we will continue to ensure we are meeting all requirements
- Building improvements – we will continue to drive improvements and work with the Cylch to make the facility a suitable place for Scouting, Meithrin and all those who use the hall.
- Opportunities for further rental streams – potential after school club in Q3

As in 2014 a financial analysis has been performed and although there are a number of pressures on the finances the Group Executive committee have agreed that these increases will not impact the subscription fees that we are charging and this will be maintained at its current level for 2016.

The Scout Group is in a good financial position even with the increased expenditure over the last 2 years and the increased costs associated with running a facility to meet the current standards. This investment puts us in an excellent position to provide the best possible Scouting experience for children of all ages and the group continues to have a healthy intake of Beavers that will hopefully continue to develop through the sections and be future leaders of the group.

The report was duly adopted.

6. Receive and adopt the GSL's 2015-2016 Group Report

1. Wider Picture for Scouting

- Scouting remains the UK's biggest mixed youth organisation.
- Behind the scenes – HQ at Gilwell Park, London in over-drive, new programme, new-initiatives f.e. a digital manifesto recently launched, so trying to stay up to date with everything quite a challenge!
- HQ have launched Compass: a new electronic membership database and software platform. Renewed push now for the Groups to ensure adult training etc. stays up to date.

2. Investments

Another ambitious year:

- Enhanced camp-fire circle.
- Wooden edging to tarmac area and parking area
- Drainage work at the rear of the site (on-going!)
- WiFi installed at HQ
- Now using Social Media & have a New Website www.creigiau.org.uk
- Equipment portable gas BBQ for catering at group events
- GPS devices for events
- Thanks to a generous Monmouth BS grant – walkie-talkies have been purchased

Soon to Come...

- More Investments to bring HQ to meet safety regs – gas storage, railings at the front
- New guttering
- Meithrin play area site

3. Group events

- Firework night : over 100 people
- Remembrance Sunday
- Gang Show Trip
- Scout Post - well supported during the sort and delivery £1,350 into funds as a result

4. 2015 : Group's 30th Anniversary Event

- In 2015 1st Creigiau Scout Group turned 30! To celebrate, nearly 100 people turned out for our grand birthday bash at our HQ in Creigiau on Saturday 11th July.
- Activity sessions were run for the Beavers, Cubs & Scouts. This was followed by a brief presentation and the burying of Group's 30th Time Capsule. Food & Drink was available with a campfire to round off a fun packed day. We were very fortunate to be joined by our new Area Commissioner – Steve Evans.
- There was no admission charge for the event, or for the food and drink; and donations for over £150.00 were taken in lieu for Velindre Hospital, in memory of our former GSL, David Hodges.

5. David Pendlebury

- Congratulations to our former Group Scout Leader David Pendlebury who has been recently awarded the Silver Wolf Award.
- The Silver Wolf is the highest award made by The Scout Association “for services of the most exceptional character.”
- It is a great honour for the Group for David to have been recognised with this award.

6. Support

- Extremely grateful for the efforts of all volunteers – but as ever need extra support within the sections.

The report was duly adopted.

7. Reappoint or elect key appointments in the Group Executive Committee (Chair, Secretary, Treasurer)

Ian Bailey was proposed as Chairman by WGM.

Nick Phillips was re-elected as Treasurer and Pat Phillips re-elected as Secretary.

8. Accept the opting-in of any section leaders to the Executive Committee

Nigel Griffiths, Julia Brice, Simon Evans & Andrew Davies are once again opting into the exec committee.

9. Appoint the Independent Examiner for the coming year

Nick Phillips advised Peter Morgan has agreed to fulfil this role again this coming year, subject to our income.

10. Elect other members to the Executive Committee

Tim Fawell and Paul Welton were duly elected.

11. Presentation of awards

No awards were presented this year.

12. Vote of thanks and close of meeting.

Peter Arentsen from Afon District said a few words regarding possible changes to the CATVOG district structure, these are subject to Area's consideration however. He also urged the Group to consider how the proposed IDP will impact the group in years to come.

The meeting as duly closed.

13. Social Event

The evening was rounded off with a few drinks and nibbles, however it was noted that the intended positive impact of this was considerably lessened by a wide absence of leaders, parents and young people.

p.p. Pat Phillips (Secretary)

March 2016