

**MINUTES OF THE WEST SUSSEX COUNTY SCOUT COUNCIL
ANNUAL GENERAL MEETING**

**Held at the
Balcombe Room, Norfolk Hall
South of England Showground
Wednesday 6th August 2025**

1. Welcome

The County Chair, Mr Tim Wright, opened the meeting. He introduced the County Senior Officers and then personally welcomed all present to the meeting mentioning, our Vice President, Richard Thompson and Dean Wadey from West Sussex County Council. Post meeting it was noted that 45 scout council members attended so the quorum was met.

2. Apologies for absence

Steve Mitchison advised apologies from 16 members of the scout council, including, the Regional Lead, James Palin. The Lord Lieutenant, Lady Emma Barnard, The High Sheriff and our patron, The Duke of Norfolk, all sent apologies.

3. Governance

3.1 Steve explained the governance requirements especially with the changes required from transformation:

- The council continues to adopt the written scout constitution as in chapter five of POR.
- The quorum for future Scout Council meetings (AGM/EGM) will remain at 20 plus chair.
- There are no additional members to elect to the County Scout Council. Membership will remain as written in chapter five of POR. The two Guide Commissioners will continue as full council members.
- County will allow trustee board meetings and AGMs to be held online with majority agreement of trustees.
- The County Financial year will be 1st April- 31st March.
- The County Board should a maximum of ten trustees including ex-officio and co-opted members.
- Quorum for County Board meeting is set automatically from total membership.
- Appointment to County Board of Trustees:
 - Ex- officio, by virtue of appointment
 - Longstanding members- Three-year term with agreement of independent selection panel
 - New and Co-opted members- initial one year term with agreement of independent selection panel.

The above governance matters were agreed nem con.

Annual Review for the 1st April 2024- 31st March 2025

4.1 Minutes of Annual General Meeting held on 17th September 2024

The minutes had been approved by the County Board of Trustees in November 2024 and circulated to the County Scout Council prior to the AGM. They were accepted by the council nem con.

4.2 The Examined Accounts for the year ended 31st March 2025

County accounts had been circulated prior to the meeting and copies were available for inspection. David reported total income of £194,650 and expenditure of £221,693 creating a net deficit of £29,886(after taking into consideration £2,843 of investment losses). This reduced county assets from £230,255 to £200,369 for the year. They were accepted by the council nem con.

4.4 Appointment of Independent Examiner

Tim proposed and Matt Pike seconded a proposal to continue using Alec Burgess of Keymer Haslam & Co to continue as our Independent Examiner which was then agreed by the council nem con.

4.5 The Trustees Annual Review.

Tim presented the Annual Review to the meeting. He commented on the proud achievements of our members in hosting and participating in the many activities highlighted in the report. The review was then accepted by the scout council nem con

5. Nomination and ratification of County Presidents and Vice Presidents

Tim reminded the council that Colin Field retired as President in September 2022 and the position remains vacant.

Sir Brian Barttelot, James Whitmore, Rachel Hammond and Richard Thompson have all agreed to continue as Vice Presidents. All four colleagues were ratified nem con.

6. Election of County Chair

Tim explained that he is standing down as county chair and that a process is in place to find his successor. He will carry on short term as acting chair until the new chair is selected and then co-opted to the board. At that point Tim will become a board trustee.

7. Election of County Treasurer

The Chair advised that David Hopper was willing to continue in the role. David will now serve year two of his three-year term of office without the need for re-election.

8. To elect members of the County Scout Council to serve on the County Board of Trustees

Tim paid tribute to Miles Price who is stepping down as a trustee at this AGM. Andrew Swayne will now serve year two of his three-year term of office without the need for re-election.

John Firth, Lily Graham and Hannah Shorrocks have now served their first full year as trustees and the council agreed nem con that they could continue into year two of a three-year term.

9. To elect four members of the County Scout Council to serve on the Council of the Scout Association.

Wendy Morris stood down as one of the County Adult representatives, in November 2024 at which point Andrew Swayne was our sole representative and in his final year of a three-year term. Andrew has kindly agreed to put himself forward for another three-year term. He is joined by Connor Holmes who has just finished a three year term as one of our youth representatives. Andrew and Connor were both elected for a three term by the scout council nem con.

Lily Graham continued into year two of her three year term as one of our youth representatives. At present there is no second youth member for this position. The board will endeavour to find a suitable candidate in due course.

10. Closure of the formal AGM

Tim declared that there was no other official business, so the formal meeting closed at 6.00pm

11. Post AGM statements

The County Youth Lead and the acting County Lead Volunteer both addressed the Scout Council thanking the membership for what they do and continue to do as well as high lighting important moments from the previous year. In addition, Matt also presented two merit awards.

12. Supeta Training Yacht

Tom Smith, from Supeta Training Yacht, presented Matt with a recent photograph of the Supeta Training Yacht at sea celebrating the 5th Anniversary of its commissioning.

Tim Wright

County Chair

For, and on behalf of, the Trustees of West Sussex County Scout Council