

RUGBY SCOUT COUNCIL
Annual General Meeting

23rd September 2025

9th Rugby Scout Hut, 7.15pm

Chair makes Health & Safety and domestic announcements.

1. Introduction and welcome

Chair: Makes opening remarks.

Thank the venue for the use of their facilities.

Welcome members of the District Scout Council and guests.

2. Apologies for absence

Chair: We've received apologies from [\[See separate list\]](#) persons for their absence today, and their names will be included in the minutes of this meeting.

3. Governance topics

Chair: We'll use this part of the meeting to make sure the charity's foundations are in good order

3a. Approve the minutes of the Annual General Meeting held on 17TH September 2024

Chair: The District Trustee Board have reviewed the minutes of last year's AGM. I propose that these minutes are taken as read and ask the Group Scout Council to agree that they're a true record of that meeting.

Please show your hands to approve. *(Pause)* Any Objections? Any abstentions? Approved

3b. Adopt the model constitution from Policy, Organisation and Rules (POR)

Chair: In line with the recommendation from The Scout Association, the District Trustee Board proposes we adopt the model constitution for a Scout District from Chapter 5c of Policy, Organisation and Rules. A copy of this was available for review and inspection prior to this meeting, and copies are also available at this meeting.

Please show your hands to approve. *(Pause)* Any Objections? Any abstentions? Approved

3c. Note the District's financial year

Chair: Can the District Scout Council members please note our charity's financial year is 1 April to 31 March.

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

Chair: 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 District Scout Council must agree the number of people to be appointed to the Trustee Board. The outgoing Trustee Board recommends that 5 people are appointed. I propose the District Scout Council approves that recommendation, which has been seconded.

Please show your hands to approve. (Pause) Any Objections? Any abstentions? Approved

3e. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)

Chair: The District Scout Council must agree its quorum – the minimum number of District Scout Council members that must be present at District Scout Council meetings. The outgoing Trustee Board recommends the quorum should be set at 9 people for future meetings of the District Scout Council (the quorum for this AGM was agreed at last year's AGM).

Does the District Scout Council approve that recommendation, which has been seconded.

Please show your hands to approve. (Pause) Any Objections? Any abstentions? Approved

4. Review of the previous year

Chair: We'll now use this part of the meeting to reflect on the activities of the past year.

4a. The District Lead Volunteer's review of Scouts in the Rugby District

Chair asks the District Lead Volunteer to present their Annual Review.

District Lead Volunteer gives their review. See separate report for details.

Chair thanks District Lead Volunteer for their review.

4b. The County Lead Volunteer's Remarks

Chair asks the County Lead Volunteer for any remarks.

County Lead Volunteer gives their remarks.

Great to hear about Squirrel dray at 5th. Squirrels are bringing in new YP and importantly bringing in new volunteers across the County.

Steve, new digital system, recognised not to be the best. HQ have apologised. Lots of stuff going on in the background improving it.

Great to see development at our campsite.

Noted that we are being ruthless on safety and safeguarding.

Search for new DLV starts now!

Remember we're all here for Scouts and for the YP, who gain skills for life.

Chair thanks County Lead Volunteer.

4c. Receive and consider the Annual Report of the District Trustee Board including the annual Statement of Accounts

Chair notes the District Trustee Board has prepared the Annual Report and Statement of Accounts and has received and considered the report on the accounts from the **Cottons Accountants**.

Chair asks the District Treasurer to give an overview of the Statement of Accounts.

Treasurer explains the Statement of Accounts. See separate report.

Chair notes any questions that have been received prior to the AGM and invites questions from the floor regarding the Trustees' Annual Report, and the Annual Accounts. The Chair invites the Treasurer to respond as applicable.

Chair thanks the Treasurer for completing the Statement of Accounts and for all their work during the year.

5. Making appointments

Chair: We'll use this part of the meeting to organise the set up of the charity until the next AGM. We'll appoint a Trustee Board to oversee good governance for the charity over the next year. This includes appointing Trustees and / or officers whose terms have ended.

5a. Appoint the District Chair, following recommendations from the open selection process initiated by the District Trustee Board

Chair hands the chairing of this meeting over to the District Lead Volunteer (or another Trustee).

District Lead Volunteer explains the open selection process agreed by the Trustee Board. The recommendation of the Trustee Board to the District Scout Council is that **Jane Spencer** should be appointed as District Chair.

Please show your hands to approve. *(Pause)* Any Objections? Any abstentions? Approved

District Lead Volunteer hands the chairing of this meeting back to District Chair.

5b. Appoint the District Treasurer, following recommendations from the open selection process initiated by the District Trustee Board

Chair explains the open selection process agreed by the Trustee Board. The Trustee Board's recommendation to the District Scout Council is that **Lin Pearson** should be appointed as District Treasurer.

Please show your hands to approve. *(Pause)* Any Objections? Any abstentions? Approved

5c. Appoint members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board

Chair explains the open selection process agreed by the Trustee Board. The recommendation to the District Scout Council is that the following should be appointed as members of the District Trustee Board for the specified terms:

Volunteering Development Team Lead (David Colledge)

Support Team Lead (Vacant)

Program Team Lead (Vacant)

14-24 Team Lead (Vacant)

Group Rep (Vicki Ledger)

Please show your hands to approve. *(Pause)* Any Objections? Any abstentions? Approved

Chair notes that the District Lead Volunteer and Youth Lead are ex-officio members of the Board.

Chair thanks the Trustees, and the Trustee Board Administrator, for their work during the year, and particularly those members who are standing down – [Alex Osiatynski](#).

Chair notes that co-opted members (if any) of the District Trustee Board are appointed by the District Trustee Board themselves at one of their meetings, and not the AGM.

5d. Appoint the Independent Examiner

Treasurer proposes [Cottons Accountants](#)

Chair confirms that [Cottons](#) has been proposed, seconded and is qualified for the role and willing to undertake it.

Please show your hands to approve. *(Pause)* Any Objections? Any abstentions? Approved

5e. Nominate representatives of the District Scout Council to represent the District on the County Scout Council

Chair: We need to nominate two people as District representatives to the County Scout Council in addition to the District Lead Volunteer, District Chair, District Treasurer and District Youth Lead. [Ruth Palmer](#) and [Fred Salt](#) have been proposed and seconded.

Please show your hands to approve. *(Pause)* Any Objections? Any abstentions? Approved

6. Closing remarks

Chair comments.

Thank you to everyone who came tonight, I know everyone is busy, and giving up their time to attend an AGM is very much appreciated.

Firstly, regarding Group Accounts and AGMs. So far, for the Year 2024-25, we have only received two: 1st Stretton and 5th Rugby (thank you to these two). A gentle reminder that ALL groups (and Explorer Groups) must carry out an AGM, and hold accounts, albeit simple ones. This is required not only by the Scout Association, but also by the Charity Commission (irrespective of whether the Group must register with the Charity Commission).

In the financial year 2024-25, as indicated by Lin in the formal accounts, we received £5.5k in grants, which have been used at Coton Campsite. So far, for the financial year 2025-26 we have received £9.5k in grants, with another £36k in the pipeline. All aimed at improving Coton Campsite.

District HQ as we know has closed: we will endeavour to clear and sell the land in due course.

District are continuing to work closely with the Edyvean Walker Trust who are in the process of transferring their funds to Rugby District Scouts, with the aim that Rugby District Scouts use the funds to support international trips going forward.

As noted in the minutes, and by the DLV, we have many vacancies at District level. This year we lost Alex Osiatynski, who has moved out of the area and hence relinquished his role. Our thanks go out to him for all his hard work. Anyone willing to work with the District team and take on a role, please come and talk to us.

And, on a final note, last year we sadly lost Mrs Beaver (Jeanne Harmworth) and Clare Addison, who together with Marilyn, now have plaques mounted in the memorial area at Coton.

This year, we have sadly lost Marion Ainslow. A plaque will be provided for Marion as well.

DLV final comments

There are several roles available at District, please come and talk to us if you would like to be part of the team.

We are developing a Logo and Badges for Coton Campsite. Once finalised these will be available for purchase.

Chair closes the AGM, thanking everyone for attending and outlines any arrangements for the rest of the event.



District Lead Volunteer Mick Pearson C/O, Kimblewick, Homestead Coventry Road, Dunchurch CV22 6RB DLV@rugbyscouts.org.uk

DLVs Report for Year Ended 31st March 2025

Thank you to everyone for their contributions over the last year. Participation numbers increased again this year; however, the availability of adult volunteers continues to be a limiting factor. The district's only Squirrels dray is performing well, but additional drays are needed due to enough on the waiting list to open another. Other sections also continue to have significant waiting lists.

The district continues to provide excellent programmes for young people. Many participants have had the chance to attend camps and benefit from international opportunities.

Coton campsite has experienced increased usage, with bookings on the rise. Dave has been instrumental in maintaining site operations—his efforts are greatly appreciated. With Jane's support, several grants have been secured for site improvements, which have funded a new driveway, site clearance activities, and the installation of a covered washing-up area with hot water.

Additionally, a new memorial area was recently inaugurated through a small dedication ceremony.

The new era of scouting began in November with the introduction of the digital system (STEVE). Although there have been challenges and some issues remain unresolved, steady progress is being made towards full implementation.

Renewing all safety and safeguarding training was a major challenge, but I'm pleased to report that we were the first district in the county to complete it. Thank you and well done.

At this point, I would like to acknowledge Jane (chair) and Lin (treasurer) for their work in improving governance and managing accounts. Their efforts have not gone unnoticed, despite challenges encountered, I could not do this without you.

Looking ahead, our district team has reduced in size again this year, and we currently have numerous vacancies. Your support is essential to continue the positive progress achieved over the past few years.

Additionally, I wish to inform you that my tenure as DLV will conclude at the end of August. Afterward, I plan to transition to the warden and booking's role for Coton. I encourage anyone interested to consider taking on this rewarding challenge.

Please keep doing what you are doing, and we are here to help.

Mick Pearson

District Lead Volunteer Rugby.

Rugby District Scout Council

Treasurers Report for Year Ended 31st March 2025

1. General Account

The Membership Subscriptions (Capitation) for 2025 was paid before the end of the year and is shown in 31/3/25 accounts. Thank you to all groups as all the Capitation was paid on time this year. The Accounts show a lower amount this year for receipts than last year. This is because last years accounts included some 2023 capitation from groups.

New District / County Badges were purchased and given to each group.

Interest on the savings account is again higher than previous year.

2. The Event Bank Account has worked well. Allowing deposits to be paid for events.

All Accounts were given for Beaver Fun Day, Scout District Camp, Cub District Camp and The Cosford Day.

The funds in the bank got low due to groups paying late for camps after expenses had been paid.

3. The International Bank Account is still having income for the Greece 2026 Trip and deposits for the Greece Trip have been paid.

Funds of £500.00 have been transferred from the General account to International to allow Grants for future Jamboree participants and foreign trips.

4. The Coton Bank Account is managing bookings of Coton Camp Site with deposits and payments. The Coton Campsite Fees received were a lot higher than previous year.

We had received grants from Masonic Charitable Foundation and WCC County Fund.

With the higher receipt of Camp Fees and Grants we managed to purchase a new mower, create a new memorial area, dig ditches and renovate the Camp Fire Circle.

- 5 We have paid again for District Film Licence. This covers all District Scout Groups to show films and play music.

6. I propose to use Cottons Accountants for Year Ending 2026 Accounts.

Lin Pearson

District Treasurer

Rugby District Scout Council

CHARITY NUMBER: 524595

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

FOR

RUGBY DISTRICT SCOUT COUNCIL

CHARITY NUMBER: 524595

RUGBY DISTRICT SCOUT COUNCIL
FOR THE YEAR ENDED 31 MARCH 2025

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**INDEPENDENT EXAMINER'S REPORT TO THE
TRUSTEES OF THE RUGBY DISTRICT SCOUT COUNCIL**

CHARITY NUMBER: 524595

I report to the charity trustees on my examination of the accounts of the The Rugby District Scout Council (the Trust) for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance FOR THE YEAR ENDED 31 MARCH 2025

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records;

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Mrs E Reid F.C.A.
Cottons Accountants LLP
Chestnut Field House
Chestnut Field
Rugby
Warwickshire
CV21 2PD

DATE

RUGBY DISTRICT SCOUT COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted Funds £	2025 Restricted Funds £	Total Funds £	2024 £
RECEIPTS				
MEMBERSHIP SUBSCRIPTIONS	43,675	-	43,675	50,196
FOR THE YEAR ENDED 31 MARCH 2025				
Misc			-	
Badge Sales	20		20	2,000
Uniform Sales			-	60
Coton Campsite Fees	1,286		1,286	188
Beaver Fun Day	264		264	72
Greece 2026	16,464		16,464	10,090
Cub Camp	2,030		2,030	3,305
Scout District Camp	4,305		4,305	
Cosford	528		528	
Beaver Sleepover Income			-	1,050
Kandersteg Camp			-	6,785
	24,897	£ -	24,897	23,550
DONATIONS & GRANTS				
Donations:	-		-	-
WCC County Fund		3,000	3,000	
Masonic Charitable Foundation		2,500	2,500	
Tesco Community Grant			-	1,000
	0	5,500	5,500	1,000
INVESTMENT INCOME				
Barclays Bank Interest	548		548	440
Bank compensation	100		100	
	648	£ -	648	440
TOTAL RECEIPTS	69,220	£ 5,500.00	74,720	75,186

RUGBY DISTRICT SCOUT COUNCIL
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted Funds £	2025 Restricted Funds £	Total Funds £	2024 £
PAYMENTS				
CAPITATION FEES PAID	33,345		33,345	28,656
ACTIVITIES & FUNDRAISING				
Badge Shop Purchases	137		137	159
Uniform Shop Purchases			-	
Coton Campsite Expenses			-	
Greece 2026	3,850		3,850	7,875
Miscellaneous Activity Expenses	265		265	
Beaver Sleepover Expenses			-	1,086
Kandersteg Expenses			-	35,196
Cosford	480		480	
Beaver Fun Day	631		631	
Cub Camp	1,554		1,554	2,570
District Day	83		83	
Scout District Camp	4,001		4,001	741
	11,000	-	11,000	47,627
DONATIONS & GRANTS				
Miscellaneous Donations & Gifts			-	
	0	-	0	-
ADMINISTRATION & OTHER EXPENSES				
Rates and Water	494		494	461
Insurance	288		288	256
Electricity	286		286	
Repairs and Maintenance	1,317	2,688	4,005	328
Accountancy Charges	760		760	730
Postage			-	
Refreshments & Meeting Expenses	52		52	
Bank Charges			-	
Training & Conference Costs	358		358.00	25
Stationery and Administration	115		115	41
District Film Licence	424		424	386
Sundry Expenses	398		398	578
	4,492	2,688	7,180	2,805
ASSET PURCHASES				
Equipment	7,247		7,247	
TOTAL PAYMENTS	56,084	2,688	58,772	79,088
NET RECEIPTS/(PAYMENTS)	13,136	2,812	15,948	(3,902)
OPENING BANK & CASH BALANCES	82,820	18,233	101,053	104,956
CLOSING BANK & CASH BALANCES	95,956	21,045	117,001	101,054

RUGBY DISTRICT SCOUT COUNCIL

STATEMENT OF ASSETS AND LIABILITIES

AT 31ST MARCH 2025

	Unrestricted Funds	2025 Restricted Funds	Total Funds	2024 Total Funds
	£	£	£	£
CASH FUNDS				
Barclays Bank Deposit Accounts	20,278	3,812	24,090	20,729
Barclays Bank Current Accounts	75,409	17,233	92,642	79,955
Cash	269		269	369
FOR THE YEAR ENDED 31 MARCH 2025	<u>95,955</u>	<u>21,045</u>	<u>117,001</u>	<u>101,053</u>
	Fund to which asset belongs			
INVESTMENT ASSETS			£	£
£225 3.5% War Loan (at valuation)	General Fund		<u>225</u>	<u>225</u>
NON-MONETARY ASSETS				
Stock of Uniforms and Badges (at cost)	General Fund			<u>£ -</u>
ASSETS RETAINED FOR THE CHARITY'S OWN USE				
District HQ Hut (at cost)	General Fund		9,240	9,240
Furniture and Equipment (at book value)	General Fund		<u>7,412</u>	<u>1,670</u>
			<u>16,652</u>	<u>10,910</u>
	Fund to which liability relates			
LIABILITIES				
Creditors (Accountancy Fees)	General Fund		<u>775</u>	<u>750</u>

Approved by the Trustees and signed on their behalf by:



Lin Pearson
Treasurer

Date: 18/9/25

2025 AGM Attendance Register

Name	Group	Role
Mick Pearson	District/9 th	District Lead Volunteer
Lin Pearson	District/9 th	District Treasurer
Jane Spencer	District/9 th	District Chair
Richard Leader	9 th Rugby	Group Lead Volunteer
Paul Wakeley	County	County Lead Volunteer
Chris Beech	Long Lawford	Group Lead Volunteer
Kevin Perks	1 st Stretton	Explorer Scout Leader
Fred Salt	1 st Stretton	Assistant ESL
David Colledge	District/9 th	VDTL/Assistant Cub Leader
David Norton	6 th Rugby	Group Lead Volunteer
Robin Barnett		Fellowship
Bradley Sargent	1 st Hillmorton	Leader
Stuart Newlands	1 st Hillmorton	Group Lead Volunteer
Catherine Heighton	12 th Rugby	Assistant Scout Leader
Alison Jack	1 st Hillmorton	Assistant Beaver Leader
Ruth Palmer	6 th Rugby/Tripontium	Leader/EYLL
Anita Colledge	9 th Rugby	Assistant Scout Leader

Apologies

Name	Group	Role
Vicki Ledger	1 st Stretton/District	Group Lead Volunteer
Tony Marsella	5 th Rugby	Group Lead Volunteer
Graham Scot		Fellowship
Zandra Cormack	Long Lawford	Cub Leader
Tracey Leader	9 th Rugby	Assistant Beaver Leader