

Notice is given that the Annual General Meeting [2023-24] of the  
Bristol South District Scout Council will take place on

**Friday 6th September 2024 at the 82nd Scout Group HQ  
Kylross Avenue, Whitchurch. BS14 9NQ 7.20pm for a 7.30pm start.**

### **Agenda**

- 1). **Welcome, Introduction & Housekeeping** – District Chair
  
- 2). **Apologies For Absence** can be notified in advance of the AGM  
to [contact@bristolsouthscouts.org.uk](mailto:contact@bristolsouthscouts.org.uk)
  
- 3). **Approval of the AGM Minutes 2023 Draft**  
Matters of accuracy etc will be addressed before the vote for adoption.
  
- 4). **Governance Topics**
  - a). Adoption by voting of the 'model district constitution' for districts taken from Policy, Organisation & Rules [March 2024].
  
  - b). The AGM to note the district's financial year, 1st April to 31st March of the subsequent calendar year. Noting this at the AGM only to be done 'as and when required' in the future.
  
  - c). Agree the number of members that may be appointed to the District Trustee Board.  
The proposed number of trustees that can be appointed to the District Board of Trustees is 12 as defined below\*\*\*.
    - 2 ex-officio. District Lead Volunteer & District Youth Lead, as appointed.*
    - 8 appointed persons for a term of 1 year.*
    - 2 places to be kept in reserve against the need for co-options.*
  
  - d). Agree the quorum figures for the District Scout Council [AGM/EGM] currently 12.
  
- 5). **Review of the previous year [2023-24].**
  - a). To receive the reports on the year by the District Lead Volunteer and District Chair.
  
  - b). To receive the annual independently examined accounts of the district Board of Trustees for the year.

## **6). Appointments.**

a). To confirm the continuation of district President & VPs.

Royston Griffey – President. Vice Presidents – Beryl Deacon, Chris Davies, Margaret Slade, Peter Keightley. This confirmation at AGM only to be done 'as and when required' in the future.

b). To appoint the District Chair of The Board of Trustees [this part of the process to be chaired by the DLV]

c). To appoint a District Treasurer

d). To appoint District Trustees. – [maximum 6 persons + DChair + D Treasurer = 8 as above]

e). To appoint an Independent Examiner for the forthcoming year 2024-25. If at the meeting no suitable person has been identified nor a volunteer come forward the BOT will ask the meeting for approval to appoint the IE at a date in the future.

f). To appoint a district representative [this can be any member of the District Scout Council, not a district trustee] to serve for 1 year as the representative of the district at county level meetings/gatherings as convened by county.

## **7). Close Of The Annual General Meeting**

At the conclusion of the formal AGM business the Chair will formally close the meeting. There then may be –

a). presentation of any awards, including The Dixie Duggan Trophy

b). presentation by local members who attended 'Roverway 2024' – subject to confirmation

c). remarks by the County Lead Volunteer or their representative

d). the Chairman may then take any pertinent items for future BOT business/discussion 'from the floor' at their discretion. [This is NOT for notices/announcements]

## **8). Conclusion and any closing remarks by the Chair**

### **Notes:**

Any voting required will be by 'show of hands' with a simple majority required to pass any motions.

*To be environmentally conscious printed copies of the AGM 'papers' will not be 'on seat', therefore, print or download any copies you may wish to prior to the AGM.*

\*\*\* Persons wishing to be considered as Trustees must make contact via [trusteechair@bristolsouthscouts.org.uk](mailto:trusteechair@bristolsouthscouts.org.uk) no later than 6 weeks before the meeting as a selection process may be required if there are more candidates than places available. All prospective candidates, if appointed, must agree to complete Scout Association training in Safety, Safeguarding, GDPR and any other required elements. Plus, they will be subject to a DBS check and be capable of signing the Charity Commission **Trustee Declaration Form**.

*Links to the following documents/reports*

- 1). 2024 AGM Notification and simplified agenda [this document]
- 2). 2023-24 Trustees and District Annual Report
- 3). **2023-2024 Bristol South Scouts Accounts**
- 4). **2023-24 Accounts Commentary**
- 5). **2023-24 IE report BS Scouts**

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30/05/2024