

13 July 2025

Dear Parent or Carer,

1st Henfield Scout Group Annual General Meeting (AGM) 2025

I'm writing to you about our next AGM which is taking place on at 18:30 on Wednesday 16th July 2025 at [Hillside Camp Site](#), Small Dole (BN5 9XJ) which you are all invited to and that we would love you to attend.

Some of you may know that 1st Henfield Scout Group is an educational charity, predominantly run by parent volunteers, and operates under the guidance and support of The Scout Association.

As part of the structure of Scouts, which includes all of its sections such as Squirrels, Beavers, Cubs, Scouts and Explorers, all parents and carers of our young members automatically become part of the 'Scout Council' which means you all have a say in how our Scout Group is run.

As part of the formal running process, we have an Annual General Meeting where we present to the Scout Council (you) on various formal matters (see attached agenda), you have a chance to ask any questions you have, and we also take the opportunity share with you not only what your child has been doing over the last year but also what other sections have been up to. We also like to celebrate the children's involvement and successes and this includes giving out various awards and badges across all groups (a great photo opportunity).

Trustee Board Appointments

Within the more formal part of the meeting, we have to present to you on the make-up of the Trustee Board which is the governance group that supports the operational team. As part of this the Scout Council is asked to approve the appointment of those on the Trustee Board and so we are listing those proposed below for your prior information:

Chairperson:	Giles Welsh
Treasurer:	Dawn Butcher
Trustees:	John Morley
	Kalie Morrison

In addition to the above and due to his role, our Group Lead Volunteer, Mark Williams, is also automatically a Trustee member.

Vacancies

We have many and varied volunteering opportunities if you'd like to become involved and details can be found [here](#).

If you would like to discuss this more before making a decision, please do not hesitate to contact me or any of our leaders.

We have published all the paperwork for the AGM online via our website: <https://henfieldscouts.co.uk/> so you can review prior to the meeting.

We very much hope to see you at the AGM with your child and you are very welcome to bring any siblings, and to celebrate the year with your child. There will be refreshments and the opportunity to meet the leaders and discuss any thoughts or questions you may have.

Yours faithfully,



Giles Welsh
Chairperson, 1st Henfield Scout Group
giles@henfieldscouts.co.uk

1st Henfield Group Scout

**Celebration of Henfield Scouting 2024-25
and 117th Annual General Meeting**

Date: Wednesday 16th July 2025

Location: Hillside Scout Campsite, Henfield Road, Small Dole, BN5 9XJ

Time: 6:30pm – 8pm

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| 1 | Welcome | Giles Welsh
(5 mins) |
| 2 | Annual General Meeting
(YOUNG PEOPLE CAN GO OUTSIDE DURING THIS PART) | Giles Welsh
(15mins) |
- Points of note:
- Annual report, detailed section agenda and accounts are on our website **www.henfieldscouts.co.uk**
 - 1st Henfield Scouts (1HS) ideally aims for 8 trustees; we currently have 5.
 - Giles is continuing as our chairperson for his second year of a three-year term.
 - We thank Gayle Williams and Richard Tai-Chidlow for their service as they have stepped down as Trustees.
 - We are pleased to welcome Dawn Butcher as our newly appointed Treasurer for an initial term of three years.
 - Mark Williams, Kalie Morrison and John Morley have generously agreed to continue serving as Trustees for another year.
 - Our Independent Auditor/Examiner for the next year will be A&B Accountancy Matters.
 - Trustee Opportunities – 3 vacancies.
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| 3 | Young People rejoin the meeting. Tea/Coffee/Squash/Biscuits are served | |
| 4 | Highlights of the last year from our Lead Volunteer, Mark Williams | Mark Williams |
| 5 | Presentation of formal awards and recognition. | Mark Williams |
| 6 | AGM closing remarks. | Giles Welsh |