

HELENSBURGH FRIENDS OF GUIDING

Minutes of the Annual General Meeting held at the Guide Hall, John Street, Helensburgh on Wednesday 11th October 2023 at 7.30pm.

1. **Present:** M. Morrison (Chairperson), A. Summers (Treasurer), A. Baird, L. Brudenell, H. Cochran, M. Gilbert, B. Hughes, A. McLeod, E. Paterson, A. Ringrose, J. Stevenson, P. Stewart, I. Stirling, L. Summers, E. Thompson, H. Watson, V. Macpherson (Secretary).
Apologies: L. Hamilton, L. Murray, C. Thompson. E. Armstrong, F. Baxter, H. Rogers
2. **To Approve the Minutes of the 2022 Annual General meeting**
Minutes of the 2022 AGM were approved. Proposed by I. Stirling and seconded by A. Baird and approved.
3. **Matters Arising**
There were no matters arising.
4. **To Receive the Annual Reports for the Year 2022/2023** (Reports attached)
 - a. Chairperson.
The attached report was submitted. A. McLeod asked if there was going to be any extra levy as she had already submitted the subscriptions amount to parents, therefore did there have to be an additional amount requested. It was indicated that an increase in Pack Holiday income should avoid the need to increase subscriptions.
 - b. District Commissioner
A. Ringrose delivered full reports on behalf of District and Units, as attached.
 - c. The Ranger Report, as attached, was provided by A. MacLeod.
 - d. Hall Convenor
A detailed report was submitted by Aileen Baird detailing lettings and is attached. This showed an increase in Pack Holiday booking
 - e. Adoption of reports proposed by I. Stirling and seconded by V. Macpherson and approved.
5. **Treasurer's Report**
Alan Summers gave a full report, as attached, and drew attention to the fall in income compared with the pre covid period, and also to a significant increase in repair and renewal costs.
Adoption of Accounts proposed E. Thompson and seconded by M. Morrison and approved.
Trustees have to thank Ian McGlashan for auditing the accounts.
Alan Summers also thanked Margaret Morrison for her endeavours in keeping the halls in great shape.
6. **Election of Office Bearers**
Chairperson - Margaret Morrison proposed by L. Summers and seconded by A. Summers.
Treasurer – Lorraine Brudenell proposed by P. Stewart and seconded by A. Ringrose
Secretary – Elaine Paterson proposed A. McLeod and seconded by A. Ringrose.
Letting Secretary - Aileen Baird proposed A. Summers and seconded by H. Cochran.
New committee member - Bronach Hughes proposed by M. Morrison and seconded by A. Summers.
7. **To consider any other competent business**
 - a. P. Stewart advised that County and Region requested that units have a financial buffer zone. There followed discussion about how to raise funds i.e. Party nights Discos, Chocolate nights on Friday or Saturday nights. This is to be discussed at District Meeting and Friends of Guiding committee meeting.
 - b. Margaret Morrison thanked everyone for attending. Linda Summers expressed pleasure in seeing parents on the committee.
8. **Date of next AGM**
At a date to be agreed.

HELENSBURGH FRIENDS OF GUIDING

Reports submitted to the Annual General Meeting held on 11th October 2023

CHAIRPERSON'S REPORT

Good evening everyone, and warm welcome to the Annual General Meeting of Friends of Guiding.

This year has been of varying success.

The income has been a little unpredictable unfortunately but hopefully we may be able to stop the decline. The number of girls enjoying Guiding is steady and the income from Hirers is marginally up.

From the maintenance point of view, we had the expense of repairing the floor in the Jubilee Hall. We will have to repair the guttering on the west end of the Jubilee Hall and will have to renew the outer cladding and take the opportunity to add insulation to the wall. This is about to proceed next week.

We are still exploring applying for a Grant from Business Energy Scotland to cover insulation of the both Halls. There are a few hoops to jump through there however.

A Tesco grant has been applied for to cover fitting LED lighting but although I have been informed that we are still on the list there is no sign that we are going to be receiving one soon.

Girlguiding Scotland gave us £1000 to assist with the Electricity costs.

Electrical Installation Certificate has been granted which lasts 5 years.

We have been very fortunate to have volunteers from parents to assist with repairs.

The Committee has decided not to recommend an increase in the fees for this year in the hope that the income stabilises and our losses reduce. However we may still have to consider a levy for both the Hirers and the Girls. We intend to give a 3 month notice if that is the case.

In a similar situation last year, we withdrew the option.

Girlguiding Scotland has commenced the requirement of an Annual Property report to be sent to the County with the Accounts. This is perhaps understandable as HQ were not up to date with the national use and ownership of Halls.

Finally, but possibly the most importantly, both our Treasurer and Secretary are standing down this year. Respectively Alan Summers and Vivien Macpherson. A huge thank you is due to both of them for their amazing support over many years. Their dedication and commitment to Girlguiding and in particular to Helensburgh is very much appreciated.

Margaret Morrison

Chairperson

TREASURERS REPORT

As always you should have two sheets in front of you.

The first is headed 'Statement of Balances' and is our bank position at the start and end of the financial year.

We started the year on £16,432 and ended it on £13,345 a drop of £3087. Given that we dropped £2416 the previous year this represents a 30% drop in our bank balance in 2 years.

The second sheet provides a more detailed breakdown of costs and income.

Reading from the top, subscriptions (£590) is similar to last year (£644).

Generally this figure pre-pandemic was some £1000. On a similar vein Hall lets this year and last are almost the same. c £5400. In the 2018/19 year Hall lets were over £12000 – so more than a 50% drop.

On the plus side we received £1000 donation towards our electricity bills (via the Guides).

On the cost side included in the £4400 Repairs & Renewals about £1150 was down to our share of the new gates. Our thanks to Margaret for getting a grant of £2500 to minimise our costs.

Around £1900 for rot works around the emergency exit door (floor & wall in Jubilee hall) replacement lino (£430).

£650 paid for our share for work around the exterior and drainage works.

Building Insurance – this year, unlike the previous 2 years we paid for buildings it was around £1800.

Electricity

The increase from around £700 to over £1000 seems modest, however we started the year paying £58 per month and ended paying £215 per month an increase of around 270%!

Fortunately this month it was reduced to only £132 per month.

Cleaning is cleaning and Admin costs are necessary!

I am retiring from the Friends of Guiding Committee after twenty odd years. It has been a pleasure to work with so many dedicated people with Guiding interests at heart.

If I may I like to single out our Chairman Margaret who works tirelessly to keep these halls up to scratch.

So thank you Margaret and thanks to the rest of the committee.

My thanks to Iain McGlashan for checking and verifying the accounts.

Alan Summers

Treasurer

Receipts and Payments Account for the year to 31 May 2023

Reporting to Girl Guiding Dunbartonshire - SCO 11971

RECEIVED	Year to 31 May 2023 £	Year to 31 May 2022 £
Subscriptions	570	644
Other Income	0	0
Hall Lets	5394	5400
Pack Holidays	50	0
Donations	1050	175
Ukraine Table Top Sale- Income	0	579
Less Cost	0	-579
Insurance Pay-out	0	0
Total Received	7064	6219
PAID		
Repairs and Renewal	4381	3814
Buildings Insurance	1989	160
Electricity	1070	696
Equipment	185	74
Cleaning	2295	3151
Trustees	0	500
Repairs Guide Hall	0	0
Administration Costs	231	240
Total Paid	10151	8635
Excess of Receipts over Payments	-3087	-2416

Statement of Balances

Opening Balances	1 June 2022	1 June 2021
Cash at Bank	16,432	18,848
Closing Balances	31 May 2023	31 May 2022
Cash at Bank	13,345	16,432

The Organisation has no other investments, assets or material liabilities


Accounts submitted and approved at the meeting of the Committee on 24th August 2023



Margaret Morrison – Chairperson

HELENSBURGH FRIENDS OF GUIDING

I have examined the above Association's accounting records and the Receipts and list of balances. To the best of my knowledge and belief, and in accordance with the explanations and information given to me, the attached Accounts have been properly prepared and are in agreement with those records.

Signed 

Date 01.08.23

Ian McGlashan

LETTING SECRETARY'S REPORT

Guiding units:

One unit – 2nd Helensburgh Rainbows, continued over the summer period.

We lost one Rainbow unit and one Brownie unit from a Tuesday evening, but luckily another Rainbow unit is opening from 5.00-6.00pm lead by Lynn Murray.

All other units have returned.

Bookings during the year

- Geology class: Monday for 5 weeks February-March.
- County: D of E training over a weekend in June.
- German Scouts: 2 nights in July.
- 2nd Helensburgh Rainbows: Sleepover in September.

Returning lessees

- Hilary's Keep Fit – Monday
- Scottish Women's Institute (Millig) – 4th Monday of each month
- Yoga – Tuesday & Thursday
- Country Dancing – Wednesday
- Clyde Trefoil – 1st Wednesday of each month
- R.S.P.B. – 3rd Wednesday of each month
- Angela's Aerobics – Friday, added a new class on a Wednesday as well.
- Grey Matters – Saturdays

Future Bookings

- Explorer Tots: starting 24th October for 8 week block on a Tuesday & Thursday from 9.30am-12.30pm. Possibility of Makaton classes running as well.
- 1st Helensburgh Guides: Sleepover 18/19 November 2023.
- 2nd Balloch Rainbows: Sleepover 2/4 February 2024.
- Guide unit – 24/25 February 2024.
- 2nd Helensburgh Brownies: Sleepover 23/24 March 2024.

Sleepover/Pack Holidays

Sarina Robertson – Dunbartonshire Lead Volunteer Adventure visited the halls in April and produced a SWAY programme on both of our halls. This includes pictures of the halls, their dimensions and lists venues/activities that can be reached close by.

Aileen Baird

Letting Secretary

DISTRICT COMMISSIONER'S REPORT

2nd Rainbows Yearly Report

We welcomed 5 new Rainbows to our unit and 4 left for Brownies.

We had 5 Rainbows making their promise.

We had a busy year doing our Express myself (innovate SB) and Take Action (influence) themes.

We made lantern lights for Chinese new year and did some activities for the coronation.

We did Aim High challenge badge and used our bodies and minds for the activities.

We took part in Parliament week.

The Rainbows gained lots of interest badges including:

- Nature
- Animal lover
- Family tree
- Drawing
- Fruit and veg
- Storytelling

We had Rainbows gain their Know Myself, Take Action and Be Well theme awards.

We also presented 2 bronze and 1 silver award.

We finished with a fun packed summer where we worked towards our Ocean Challenge badge and as part of the challenge we did a beach clean and collected 3 bags of rubbish.

Report for 1st Helensburgh Brownies

This year we have had lots of fun. We have been working on the Brownie programme and have completed lots of badges. The Brownies have helped to organise games and activities and particularly enjoy craft activities. Our helper completed her Duke of Edinburgh Bronze award with us. She enjoyed it so much that she is continuing to help out as she works towards her Silver award.

The girls enjoy being active and went to PGL with Cardross Brownies. They also enjoyed joining the Cardross Brownies for a camp fire before the summer break.

We completed Thinking Day activities and earned our WAGGS badge. To round off the session we went for ice cream.

This session we have welcomed a few new girls but we will soon lose 4 Brownies who are nearly 10 and ready to progress to Guides.

2nd Helensburgh Brownies – Annual Report 11 October 2023

Thanks to the other leaders, Lynn Main who kindly remained with the unit when her daughter moved up to Guides although we will be saying goodbye to her at the end of the month when she starts a new Rainbow unit, Lynne Sharp – who left during the year - and we welcomed Bronach Hughes into the unit in August 2023.

We started with 10 Brownies in October 2022 with 5 girls joining us throughout the year. Three Brownies 'Flew Up' to Guides at the end of August. We currently now have 12 Brownies in the unit.

During the year the Brownies worked through 4 Skill Builders and 180 minutes of unit meeting activities for 3 themes. Themes were Skills for my Future – Live Smart 2; Know Myself – Reflect 2 and Express Myself – Innovate 2. To gain the theme award they also had to complete one of the relevant Interest Badges which they needed to do at home.

One Brownie was awarded the Silver Award – 4 themes and the Gold Award for completing 6 themes plus the Gold award challenge. Each theme award comprises of 4 Skill Builder activities, 180 minutes of unit meeting activities and one of the relevant interest badges.

Two other Brownies were awarded their Bronze top awards for completing 2 theme awards.

Interest badges gained throughout the year were: jobs, languages, collecting, local history, baking, painting, performing, and grow your own.

The Brownies also did the Scottish Splash the Duck challenge badge.

We took part in the Remembrance Service, attended the local pantomime, and visited Helensburgh Lifeboat Station and later handed them a cheque for £40.

Thanks of course go to Friends of Guiding for their continuing support.

4th Helensburgh Brownies

This past year has been a challenging one for 4th Helensburgh Brownies. After saying goodbye to 5 Brownies who had turned 10, we started the year with only 4 girls. Over the year we had a couple more girls join but we struggled with low numbers each week, causing us problems when activities were planned. Parents were advised that we potentially would not continue without more girls joining. We considered changing to a joint Brownie/Rainbow unit to try to boost numbers but a combination of Guider commitments and a lack of support for this from our current parents meant that we persevered with the 5 girls we had as at February 2023.

We decorated stones for Remembrance Day, had a Hallowe'en/Fireworks themed evening, attended the local pantomime in Victoria Halls, visited the Co-op for a cost challenge and made pitta bread pizzas. Some nights we had only 3 Brownies but we made the best of the situation and the girls seemed happy.

We have started the new Brownie year with 9 girls so things are looking more positive. We are still advertising our unit and we also hope that with a new Rainbow unit about to start, this will be a good feeder for our unit and other Helensburgh units.

1st Helensburgh Guides

This year we have seen our numbers increase after covid which has been great. The Guides have been very busy completing skill builders and UMA's.

We have learned how to make toffee over candlelight, how to make paracord bracelets and how to look after our wellbeing. We had a lovely session of Yoga with Fiona, been in the garden for games and enjoyed many penny hikes around Helensburgh.

2 of our younger Guides took part in the county campathon and enjoyed the experiences as well as meeting new Guides from the county. They were also extremely helpful throughout the 26 hours and a credit to the unit.

We have as always attended the Remembrance Parade and laid a wreath. We are looking forward to welcoming new Guides and learning new skills.

Thanks to FOG as always for maintaining our halls.

Western Division Rangers Helensburgh FOG AGM

October 2022 to October 2023

The Rangers had increased in number to 7 but we are down to 6 as Isla is working in her chosen career as she prepares for University next year, I am sure you will all join me in wishing her well.

We have been working our way through skill builders, unit meeting activities and interest badges, (indoor and outdoor activities fire starting to beach clean, crafting and origami to evenings of chat and planning allowing the Rangers to unwind especially in exam season, we will be presenting Bronze awards shortly but I will fill you in on them next year.

Parliament week allowed us to debate and consider the actions of the Scottish and UK Governments.

Dart to Dublin. 2 Rangers, myself and Alison took part in Girlguiding Scotland's Dart to Dublin Wide game over Easter Weekend, the sun shone and we saw lots of the city and walked miles while performing tasks, activity stations and completing tasks on the app.

We also participated in a wide game in Glasgow, Alice Wonderland theme. This allowed the older Guides who would soon be moving up to participate.

Girlguiding Exclusive screening Cinema visit to Odeon in Braehead to see The Little Mermaid and had our photos taken in the Barbie photo box which Girlguiding Dunbartonshire has utilised on social media and their website.

The Rangers were invited to join 2nd Rainbows and their Ocean Challenge over the school summer holidays, leading to Lauren volunteering as a Young Leader with 2nd Rainbows.

This year we celebrated Christmas early by having a Christmas themed weekend in September at South Newton. Activities included Archery, crafting, cooking, baking and decorating a Christmas cake.

We have had a busy year and looking forward to the next year.

Alison Ringrose
District Commissioner