

**Minutes of the
Eastwood & District U3A
Annual General Meeting
Wednesday 6 June 2018**

Outgoing Committee Present: Tom Hickingbottom (Master of Ceremony), Val Beecham, Derrick Hart, Chris Niven, Janet O'Neill, Andrea Sadler, Val Simons, Lorna Stirland, Jim Stirland, Caroline Winfield

Chairman's Opening Remarks: Chris Niven, Chairman, welcomed members, then passed over to Tom Hickingbottom to conduct the meeting

Apologies: Patricia Dilley, Ray & Linda Dring, Alison Faith, Bob Ford, Janet Gibson, Bill & Nina Moore, Margaret Naylor, Barry Seeley, Bernard & Dorothy Wale

To Receive and Confirm Minutes of the AGM held 7th June 2017: The Minutes dated 7th June 2017 were accepted and signed as a true record. Proposed by Tom Hickingbottom and seconded by Ann McGillivray. There were no matters arising.

To Receive the Chairman's report: Dear Members, it gives me great pleasure to present my report to you today. Starting with the most important aspect of our U3A, the membership. We began April 2017 with 268 members and we are currently at 326. Janet extracts information about our membership, attendance and distribution in order that the committee can manage numbers year on year. Attendance at monthly meetings was between 45% and 65% with the average at 50%, this continues to be significantly higher than other U3A's experience.

We have 42 interest groups meeting on a regular basis, 28 centred on education, 3 craft groups and 11 social meetings. We have links with Liberty Leisure at Greasley Sports Centre's where Sport for over 55's is held on Thursday mornings. We also have links with Nottingham University, Psychology Department who inform us of forthcoming science lectures and Nottingham Geological Society.

Several committee members have attended conferences, workshops and meetings which will ensure we comply with current legislation especially regarding the change in data protection law and policies and procedures which required updating. I have been trained to help set up new U3A's and as a trouble-shooter should there be problems in any other areas. I have also attended the Notts Network Meetings which has seen an increase in participation and workshops for group co-ordinators.

Our Social Sub Committee has been very busy this year organising trips to Chester Zoo, Adam's Farm, Stamford, Doddington Hall, The Junction, Eastbourne, Sherwood Forest, Chatsworth Flower Show to name but a few, finally they went to the dogs!

Thanks to Val, our Speaker Finder we have enjoyed some great guests; Jack Parker, the wildlife photographer, Vince Eger, Bob Reed, Barbara Meyer and her big cats, Luke Wigman who was here last meeting and was a great success and a wonderful talk by Hellen Adoa about life in Uganda which was fantastic. As Val's tenure on the committee is coming to an end she can no longer continue as Speaker Finder and committee member, so she is stepping down from the committee in order that she can carry on in her role. Val will continue to report to the committee.

I would like to thank Caroline for all her hard work on publicity and newsletter, for keeping our profile high and ensuring that information is accurate and accessible to members. Also, for making sure I get my message to her in time, every month. Sorry for being late Caroline.

To Bob Ford who has been my right-hand man this year as Vice Chair and has stepped in when needed and always provides a good sounding board and a measured response to any issues that arise. Thank you, Bob.

To Val Simons who as Business Secretary has to keep all the cogs turning, from dealing with correspondence, taking minutes, sending out agendas, Val gently but firmly steers us all in the right direction, especially me. Thank you, Val.

I now want to say some thank you's to some very important people without whom this organisation would not function, our volunteers. To the meeters and greeters, the sign in tables, the members who provide the refreshments, Ray and his team with their technical expertise, members who help set up and clear away and many others who take on ad hoc duties a big thank you and a big thank you to the person who co-ordinates all this behind the scenes. Andrea is one of those people who quietly gets her sleeves rolled up and gets things done. A big thank you to Andrea.

Now to get a bit more serious for a moment, I want to draw your attention to the Development Plan that the committee put together last July, we had thirteen items on the plan. Refer to plan. The plan was reviewed at our final committee meeting and I have colour coded it to show what has been achieved. The parts in green are fully achieved and the parts in yellow are there as they are ongoing tasks or initiatives. A big thank you to the committee for all their hard work in achieving so much. If you would like a copy, there are some sheets for you to put your e mail address on and put in the envelope provided.

On the 21st March, Bob Ford (Vice Chairperson) and I attended an EGM of TAT in Birmingham. One of the main purposes of this event was to vote to widen the scope of their objects clause so that non-educational activities can be enjoyed legally. The changes are from this wording;

This change enables us to undertake non-educational activities and be legal and more importantly continue to be covered by U3A insurance. If we do not accept the changes to the constitution we will no longer have the benefit of umbrella U3A insurance. We will be voting on this change later in the meeting.

Now I must turn to those leaving our committee.

First, Christa, Christa has been our Welfare Co-ordinator, she is taking a break from committee duties to concentrate on other commitments. Thank you to Christa for her contribution to the committee over the past year.

The next section of thanks is going to be difficult as I'm not sure how I can quantify what these committee members have contributed to the setting up and sustaining of Eastwood U3A. Margaret, Janet, Lorna and Jim have been here since the beginning. They have been a big part of the driving force that started and maintained this organisation. Since joining the committee I have attended a number of meetings where I have met and discussed issues with other U3A from Nottinghamshire and nationwide. The recurring message that keeps coming across is how we are ahead of the pack in

so many of the things we are doing and this is largely due to the procedures put in place by these four and their colleagues who helped set up this fantastic organisation.

They have all gone beyond their brief and taken on extra jobs and responsibilities which is why they are going to be a hard act to follow.

So, to Margaret, our treasurer, who can't be here today but who has kept our finances as tight as a drum and with her expertise and knowledge has been a committee member who thinks of the things that everyone else forgets and has taken on many tasks outside her remit. Margaret, a big thank you.

Janet, our Membership Secretary, who has been our front of house person giving everyone a welcoming smile. Janet (with Margaret) has cheerfully and efficiently managed the frantic membership renewal time and really gets to know our members. From membership, newsletter distribution, new members coffee mornings and lots of other tasks that I think we shall quickly find out about at the next committee meeting. A big thank you Janet.

Lorna and Jim, I know your aim was to get to 40 groups before you retired and you have done it, congratulations. To start so many groups in such a relatively short time is to be applauded and it is testament to you that people want to sign up and run sessions. This along with all the other supplementary jobs that you do is going to be sorely missed. A big thank you to you both.

Finally, I would like to thank you, the members for all your words of kindness and encouragement, the committee for all the help and support they have given me in my first year as chair. It's been a learning curve, but an enjoyable one and I look forward to another successful year with a new committee who are ready to help us progress and develop into 2019.

Thank you

To Receive Treasurer's Report, including Statement of Accounts for 2017-2018:

This report covers the financial year from 1st April 2017 to 31st March 2018.

Income:

Our income mainly comes from membership subscriptions. The figures look somewhat confusing if you compare 2016/17 and 2017/18. Until 2015/16 the prepaid subscriptions (Jan-March) were included in the following year's accounts. From 2016/17 the prepaid subscriptions are now included in the year that they are collected. This had to change because our turnover tipped over a limit set by the Charity Commission.

We have been able to claim Gift Aid for 111 people, giving extra income of approximately £566. We also received grant income of £100 from Eastwood Town Council.

Outgoings:

The figure shown for hall hire for the monthly meetings reflects the higher cost of hiring the church each month. We also now pay a monthly storage cost which is included in the Miscellaneous figure. The Speaker Fees have risen slightly this year and we have increased the allowance for future years. Approximately £6.50 from the membership subscription goes to the Third Age Trust to pay for Capitation/Regional fees and Direct Mail. Direct mail pays for the Third Age Matters magazine which you should receive 5 times per year and also the Sources magazine, which is published 3 times each year. We are now in full control of the website and are currently making use of an introductory offer. The offer expires shortly and the website cost will then rise. The grant from Eastwood Town Council was spent on microphones and a projector case.

The remaining outgoings are for stationery, postage, conference fees and committee expenses (We're still quite cheap - 3p to each member).

The website will become more expensive, the Direct Mail subscription is to increase slightly and we have increased the budget for the Speakers at the Monthly Meeting, however, we do not expect to have more large equipment costs and we therefore recommend that the membership subscription for 2019-20 remains at £20 per person per annum.

Social Account

The social sub-committee have organised 8 very varied outings and events this year from Harrogate Flower Show to Colwick Dog Racing. Something for everyone. The balance sheet shows income and expenditure for those outings which were specifically U3A trips i.e. not organised through a travel company. The brought forward balance included £450 for the trip to Harrogate and the final balance carried forward at the year end includes £350 collected for the visit to Doddington which is in the next financial year.

Social Account B

We have used Social Account B for refreshments, book sales, Christmas lunch and the social dance. The profit from these items will go towards future social events, raffle prizes etc.

This time last year we were expecting significant changes. The Third Age Trust, Charity Commission and HMRC have eventually decided that the way all U3As have been told to keep their accounts is incorrect. Luckily the 'fix' for this involves a change to the constitution and not a massive change to this U3A's accounts. As suggested, we have previously kept the Community Account separate from the Social Account and Social Account B; only declaring the Community Account figures to the Charity Commission. It has now been decided that all U3A expenditure must align to the purpose of the charity and the total of all finances must be reported to the Charity Commission. It is not currently thought necessary to merge the accounts as long as the turnover for all 3 accounts is accumulated and reported in the financial statement. Phew! This does however mean that we must all be vigilant in reporting all financial transactions which take place in the Groups and Social Events on the Balance Sheets provided.

I could have continued on the committee as Treasurer for another 3 years but I consider it only fair to let someone else have the opportunity☺ Thank you to everyone who has helped and supported me, especially Robert Radcliffe, the auditor, who was very patient at the beginning – and he has agreed to check the accounts for us again next year.

We have built our U3A very successfully, developing a strong foundation and achieving a great deal. Here's to another successful year.

*Margaret Naylor
Treasurer*

To Approve Statement of Accounts: Tom Hickingbottom on behalf of the Executive Committee moved that the report and accounts be accepted. Derrick Hart seconded the motion. Unanimously accepted.

To Approve the Annual Subscription for 2019-20: Tom Hickingbottom on behalf of the Executive Committee moved that the subscription remain at £20 per annum. Ann McGillivray seconded the motion. Unanimously accepted.

To Appoint an Independent Examiner of Accounts: Tom Hickingbottom on behalf of the Executive Committee moved that R.A. Ratcliffe continue. Lorna Stirland seconded the motion. Unanimously accepted.

To Approve Amendment to Constitution for Eastwood & District U3A: Tom Hickingbottom on behalf of the Executive Committee moved that the following amendment to the Charitable Purposes of the Constitution for Eastwood & District U3A be approved:

The charitable purposes of The U3A are:

- i. to advance education and in particular the education of people not in full time gainful employment who are in their Third Age (being the period of time after the first age of childhood dependence and the second age of full time employment and/or parental responsibility) residing in Eastwood and the surrounding area.

Be changed to:

The charitable purposes of The U3A are:

- i. The advancement of education, and in particular the education of older people and those who are retired from full time work, by all means including associated activities conducive to learning and personal development residing in Eastwood and the surrounding area.

Proposed by Tom Hickingbottom and seconded by Janet O'Neill the proposal was accepted.

To Elect the Executive Committee and Officers: Tom Hickingbottom on behalf of the Executive Committee moved that the following nominations be accepted. Barbara Wigley seconded the motion. Unanimously accepted.

Chris Niven	Chairman
John Hill	Vice-Chairman
Val Simons	Business Secretary
Bob Ford	Treasurer
Chris Butler	Committee Member
Derrick Hart	Committee Member
Chrys Millington	Committee Member
Andrea Sadler	Committee Member
Barry Seeley	Committee Member
Ian Webster	Committee Member
Caroline Winfield	Committee Member

To Consider Written Proposals received prior to the meeting from Committee or Members: There was no other notified business.

The AGM closed at 10:45 am.