

MINUTES OF THE 23rd ANDOVER U3A AGM

Held at 2pm at the Fairground Hall, Weyhill on 21st May 2019

1. Apologies for Absence. Apologies were received from the following 26 members:

Frank Bardsley
Beryl and Alex Bond
Ann Connor
Chrissie Gore
Carol and Derek Grimston
Mary Hannifin
Lynne and Mick Hess
Wendy Jenkins
Nigel and Vanessa Knott
Beryl and David Laurillard
Melenie McKay
Peter and Diane Merry
Pauline and Paul Eaton
Sue and John Roberts
Brian Stuart
Ann and Michael Viney
Alan Wright

2. **Minutes of the AGM held on 15th May 2018.** The minutes of the previous AGM were accepted unanimously and signed by the Chair.

3. **Matters Arising.** There were no matters arising.

4. **Chair's Report.** In the absence of the Chair, the Vice Chair read the Chair's Report:

I apologise for my absence today and am very grateful to our Vice-chair Peter Villalard for agreeing so readily to chair our twenty-third AGM in my place. Our U3A had 530 members at the close of the year and we had 40 active interest groups. There is a very small drop in membership numbers and in numbers of interest groups since last year, when I reported 535 members and 45 groups. In itself this is not a cause for concern as we are a healthy size and have a wide range of interest groups.

What is a little troubling is that one or two groups have had to close down for lack of a group leader. This is a shame and I do hope those of you here will help to spread the word that in many cases leading an interest group is neither particularly difficult, nor very time consuming. You do not have to be the expert in the subject, nor a teacher. You simply make sure that the group has somewhere to meet and that the members know when and where the meetings will take place. Members can participate together in the learning experience and help each other – this is a substantial part of what the U3A vision is.

Having said that, I have enormous admiration for those groups who organise outings and excursions - such as the Questers groups, the Explore the Villages Groups, the Theatre group (which will shortly become active again) and the various walking groups. The

leaders of these groups work exceptionally hard and deserve all your support. I hope that in the future when a leader of a group stands down other members will see it as their responsibility to think about coming forward in their place.

I hope that the institution of regular meetings of group leaders will come to be a forum for mutual support and for innovation. The energy present in the room at the group leader meetings held to date has been palpable. Group leaders form an important link between the members and the Committee, which I hope we shall make more use of in future.

Thanks go to the group leaders and to the Committee members. I think I must single out this year Jan Ward for her work on revitalising the website and, together with Chris Ward our newsletter editor, for getting us compliant with the new GDPR. Our new Membership Secretary, Jean Mcleod, now has her feet firmly under the table, and I cannot speak too highly of David Rae who has borne the brunt of putting our new financial procedures in place. Richard Selley has been an extremely efficient groups' coordinator and those of you who came to the lovely Christmas lunch will certainly want me to thank Caroline Mills and Eleanor Rust for organising that – and the participative Twelve Days of Christmas which concluded the event – so brilliantly.

There are other people too who work hard for us. Rita Hanna and her tea team and Dorothy Connor who has taken on the role of meeting new members and helping them feel more welcome. I thank them on behalf of all of us.

Finally, I would like to thank Peter Villalard for his support to me, and to the Committee as a whole, in his roles as Secretary and Vice Chair. I hope and fully expect that he will leave this meeting as your new Chair and in electing him into this role you will have made a very wise decision.

A major item on the agenda this year is the adoption of a new Constitution. Peter will present this and I only need here to mention that the changes being proposed aim to help us carry out our business as simply and efficiently as possible. They have my full support.

Thank you all for welcoming me as your Chair. I wish Andover U3A every success in the future.

5. Treasurer's Report.

Good afternoon. FY 2018/19 was a busy year for the treasurer. I must start by thanking the group and outing leaders, particularly those involved in running the outings for the Quester Groups, who have moved away from funding those events through their own/private bank accounts to now using the Andover U3A Events Account. From a financial propriety point of view this is a more acceptable situation rather than having such sums going through private accounts. This has meant change, and change is not always easy, but I have to report that at year end all involved have contributed to a successful and smooth transition, with almost £40,000 moving through the Events Account, and no unresolved issues. So well done to all those involved.

Moving onto the accounts, copies of our two main accounts have been distributed and I have a few spare if any one would like their own copy. As always I am happy to take questions from the floor or at a later point.

The first account is the Income and Expenditure and Balance Sheet. This is where all income and expenditure associated with running our U3A is lodged and covers on one side our Subscriptions and Gift Aid, and on the other the Capitation (that goes to U3A HQ), the cost of running the monthly meetings (hire of hall, cost of speakers and refreshments), Direct Mail (Third Age Matters - HQ Magazine), Administration (mainly postage (for our own newsletter/membership forms) and printing costs).

For the last few years your committee has planned to run our reserves down (as a charity and being in receipt of Gift Aid we should not be operating with large reserves) and in-year expenditure again exceeded income to the tune of some £1000. This was the fifth year in a row that we have run a deficit, and our reserves are now a more appropriate 70% of our annual expenditure - ie if we take the Accumulated Fund at end of year (£2909) and add the non attributed balances from the event account - Functions £645 and Other £355 that gives us £3909 reserves against 2018/19 Expenditure £5653. However we can not continue to spend more than our income, which is why our membership subscription needed to be increased to £10 from this year.

Turning to the Events Account, you will see that this year I have included the 3 Quester Group's accounts for the first time. Generally event functions should be self funding, but small profit/losses on individual outing can be made, and will be attributed to the group and carried into the subsequent year. I take my hat off to the all organisers who arrange such an interesting and wide variety of outings.

A plea for those that pay income tax to please sign up for Gift Aid - it dropped from providing 16% of our income to providing only 10% last year. I or the Membership Secretary will gladly provide the necessary paperwork.

I would like to thank our new auditor - David Benwell for carrying out his independent audit of our accounts, and finally, I wish to confirm that I will have served 6 years and will be stepping down as your treasurer after this coming year. If there is any one out there who likes to dabble with figures and has a bit of spare time - please get in touch, I'd be happy to show you the ropes! Thank you.

6. Election of Committee Members:

Chair: Peter Villalard

Proposed by: Pauline Eaton. Seconded by: David Rae

Vice-Chair: David Gollings.

Proposed by Geoff Eddy. Seconded by: Peter Villalard

Secretary: Richard Selley

Proposed by: Peter Villalard. Seconded by: David Rae

Groups Coordinator: Gary Adams

Proposed by: Pauline Eaton. Seconded by: Paul Eaton

7. Re-election of Committee Members:

Treasurer: David Rae
Membership Secretary: Jean McLeod
Webmaster: Jan Ward
Newsletter Editor: Chris Ward
Member: Caroline Mills
Member: Eleanor Wright
Proposed by: Peter Villalard. Seconded by: Pauline Eaton.

8. Election of Auditor:

David Benwell.
Proposed by: David Rae. Seconded by: Peter Villalard.

9. Farewell to the Outgoing Chair. The new Chair read the following:

Ladies and gentlemen before we finish to day I must say a particular thank you to Pauline Eaton who has been our Chair for the past 4 years. It is amazing how quickly 4 years passes and without stopping and looking at what has gone on you tend to forget all the hard work she has done in that time and the changes, some in the background, that have been necessary to keep us legal and also relevant. The major events I recall are:

Membership in 2015 was 446; it is now 530.

The demise of the Christmas lunch as a 'self help' affair into the commercial enterprise it has become.

The introduction of regular group leaders' meetings.

The chairs are now put out and removed by the hall caretaker. A more significant task than you may realise!

Financial arrangements for group leaders as directed by TAT.

And

The General Data Protection Regulation and the effects it has had on communicating with individuals.

Quite a significant series of changes that she has carried through with her quiet efficiency and enthusiasm, not least in that she has had to put up with me as the secretary throughout.

I must also thank her for the research she carried out each month before she introduced the speaker, it always made them feel that much more welcome in that we knew something about them.

Very nobly Pauline has decided to withdraw from the committee entirely but will continue to be a member of the U3A.

On your behalf can I thank her for all that she has done and wish her a continued long and fruitful involvement with us through the groups she belongs to.

10. Any Other business:

The Secretary had drafted a New Constitution. This Draft dated 30 Jan 2019 had been placed on the Andover U3A website for members to comment on. No comments had been received. It was unanimously agreed at the AGM that this New Constitution should be adopted.

There was no other business.

The AGM ended at 1440hrs.

Signed: *Original Signed*

Dated: 17th November 2020