

POCKLINGTON & DISTRICT U3A

Minutes of the thirteenth Annual General Meeting

Held at 2.00 p.m. on Thursday 19th April 2018 at Pocklington Methodist Church

Welcome by the Chair

The Chairman for 2017-18, Graham Ball, thanked the Ukulele and Singing for Pleasure Groups for entertaining the audience so well in a lively warm-up before the start of the meeting. The Chairman welcomed 101 members to the 13th Annual General Meeting of Pocklington & District U3A. He was pleased to report that, despite the unusually hot and sunny weather, well over 10% of the membership were present, making the meeting quorate.

1. Apologies for absence

The Secretary stated that 4 apologies had been received – these being: M. Fairbairn, B. Giles, D. Bragg and G. Gillyon.

2. Minutes of the 12th A.G.M. held on 20th April 2017

The Chairman asked the meeting to approve the minutes of the previous A.G.M. The acceptance of the minutes was proposed by Malcolm Smalley, seconded by Terry Rogers and approved by those present with a show of hands. There were no matters arising.

Before proceeding with the business of the current meeting, the Chairman called upon those present to acknowledge the contribution of the outgoing President, Freda Snelson. He presented her with a bouquet of flowers and thanked her for her long-term and dedicated leadership of Pocklington & District U3A. In response, the retiring President thanked the committee and outlined how our U3A has grown from strength to strength since its modest beginnings 13 years ago.

3. Chairman's report on the 2017-18 year presented by Graham Ball

Our U3A continues to go from strength to strength. I am delighted to report that the past year has broken all records in both membership and the number of individual groups. Our membership is higher than last year and we opened nine new groups in the year. We have benefited from having a full committee who have worked together to support and encourage our members and to whom thanks are due. However much of the credit for our obvious success must be given to our many group leaders who have worked so hard to provide stimulating programmes for their members and on behalf of the committee I thank you all.

Last year we launched our new website. Although we experienced some initial problems these have been progressively addressed throughout the year and it is now working well. Some administration issues remain outstanding and so it is still a work in progress. Thanks are due to Pauline Carter and Brian Snelson for their dedicated hard work in carrying this project forward and to our webmasters, Chris Smith and Elizabeth Walker.

Our programme of Open Meetings with guest speakers continued throughout the year. Some were highly successful but others were not well supported. These meetings place an additional burden upon the Committee and the hardworking catering team and, of course, incur additional financial costs for the hire of premises, etc. As a result it has

been decided that the regular programme should be scaled back and future meetings should reflect membership demand.

Our monthly Drop-In meetings continued to be well supported. In addition to providing opportunities for new members to join the U3A and for Groups to attract new members it also encourages general communication between the membership and the Committee. Other benefits should not be ignored as, for some members, it provides a rare opportunity to meet and socialise. With the increased awareness of loneliness throughout our society it is good that Pocklington U3A is playing its modest part. The hard work of our membership and the meet & greet team is gratefully acknowledged. Again, the contribution of our catering team is much appreciated.

The regular New Members meetings hosted by membership secretary Moira Laverack, supported by other committee members, have continued to be popular and worthwhile. They have provided an opportunity to welcome our new members and many queries and issues have been resolved.

After many years of service our President, Freda Snelson, is retiring. Her contribution to the success of Pocklington U3A has been outstanding and her enthusiasm and experienced advice will be missed. Our thanks go to Freda and also to the retiring committee members Kay Stephenson, David Bragg and Frank Challoner for their commitment and contribution.

Going forward we have two new members joining the committee and former Chair, Steve Fraser, has been invited to serve as President for 2018-19. Steve's experience will be invaluable, particularly in meeting the legal requirements of the new Data Protection Regulations which come into force in May 2018 and in ensuring our compliance with our obligations as a charity.

In going forward we must remember that the U3A is very much a self-help organisation. The committee can only do so much and we all have an obligation to volunteer our contribution, however small. Together let us all help to make 2018-19 an even more successful and enjoyable year.

4. Treasurer's report on the accounts for year ending 31st March 2018

The Treasurer, Paul Giles, presented the accounts for the year to 31st March 2018 (shown at the end of these minutes). These have been examined by Gerry Hutchinson and found to be in order. Paul commented that the balance at 31st March 2018 (£6444) was lower than the balance for 2017 (£8750) though still healthy. The drop in income is partly due to the reduction of the annual subscription rate from £12 to £10. Expenditure outlined in the accounts includes the cost of new and replacement equipment and website set-up and management. The Treasurer recommended that the subscription rate stays at £10 for the coming year.

There was a question from the floor about how excess funds can be spent. The Treasurer explained that these can be used to benefit the community in ways that align with the objectives of Pocklington U3A, for example the recent tree-planting scheme. He encouraged people to make use of the suggestion box available at Drop-ins and reminded them that everyone will get a response to suggestions made.

Approval of the accounts to 31st March 2018 was proposed by Brian James, seconded by Terry Rogers and approved by those present with a show of hands.

5. Motion to retain the subscription rate at £10 for 2019-20

Due to the amount of capital held and the continuing increase in membership, the Treasurer proposed that the subscription rate remains the same as last year, at £10. Approval of the motion was proposed by Liz Dearsley, seconded by Jan Mitchell and approved unanimously by those present with a show of hands.

6. Approval of an amendment as proposed by the Charity Commission to our object clause as follows:

“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.”

The Chairman confirmed that all our activities fall within the remit of this clause, including pub lunches. Acceptance of the object clause was proposed by Brian James and seconded by Steve Fraser. The proposal was approved, with a greater than two-thirds majority, by a show of hands by those present with only one person voting against the motion.

7. To agree that all future Annual General Meetings and Extraordinary General Meetings can proceed with a quorum of 5% of our membership, instead of 10% at present

Terry Rogers asked whether the Third Age Trust (TAT) would accept the change to a quorum of 5%. The Chairman confirmed that a conversation with TAT has taken place which supports this change. The motion to adopt a 5% quorum was proposed by Terry Rogers, seconded by Steve Fraser and approved unanimously by those present with a show of hands.

8. The appointment of an Examiner of the Accounts

The appointment of Gerry Hutchinson as examiner of accounts for 2018-19 was approved by show of hands.

9. Election of Steve Fraser as President for the forthcoming year

The Chairman explained that the invitation to take on the role of President is in the gift of the Committee who unanimously agreed to invite Steve Fraser to become President for the forthcoming year. Steve has accepted the invitation.

10. Election of Officers

The Chairman proposed the appointment of the following officers:

- Past Chairman – Graham Ball
- Chairman – Brian James
- Vice-Chairman – Chris Mills

These appointments were proposed by Liz Dearsley, seconded by Brian Snelson and approved by those present with a show of hands. The position of Secretary remains unfilled.

At this point the incoming Chairman, Brian James, thanked the outgoing Chairman, Graham Ball, for his leadership of the Committee during the past year and took chairmanship of the meeting.

11. Re-election of Treasurer to serve for two years.

The re-election of Paul Giles to serve as Treasurer for 2 years was proposed by Graham Ball, seconded by Moira Laverack and approved by those present with a show of hands.

12. Re-election/election of Committee Members

The re-election of 4 Committee Members, Val Wosket, Ian Smith, Eileen Ducker and Graham Gillyon and the election of one new Member, Martin Braidley, was proposed by Moira Laverack and approved by those present with a show of hands.

13. Any Other Business

No motions for consideration under Any Other Business had been notified to the Secretary.

14. Date of next Annual General Meeting in 2019

The Chairman informed the meeting that the A.G.M. in 2019 will be held on Thursday 18th April.

15. Chairman's closing remarks and comments on the year ahead

The Chairman thanked Graham Ball for steering the Committee over the last year.

He commented that Pocklington and District U3A is a strong organisation with over 700 current members. Our U3A continues to grow, with another 15 members attending the last New Members' Meeting. Our members bring great experience across all manner of careers and backgrounds. Our U3A is thriving but as we get bigger our administration and organisational needs also increase. We are a self-help organisation which means drawing upon the expertise that members bring to operate and run our activities. This does not just mean the Committee and Group Leaders but extends to the large network of helpers who assist in so many ways – often not visible. Particular thanks go to the catering team.

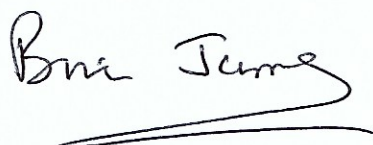
We face new challenges brought upon us by changes in legislation. This year the issue of data protection looms large and as an organisation we have to demonstrate that we have measures in place to ensure that your data is kept secure. We are fortunate that the Third Age Trust advises us of necessary changes that need to be addressed but it is down to us locally to implement these changes. This is often not straightforward and we do have to draft in expertise from outside to assist us. We do try to minimise this but compliance with the law is paramount.

Unfortunately as we speak we have been unable to secure a Secretary for the coming year. We have over 700 members and I would hope that someone can be found within the membership to fill this important role. We have revised the job requirements so that the task is much simpler and less time consuming. If any of you would like to find out more, please talk to one of the Committee members.

As we go forward with the next year we have a strong Committee and an experienced President to offer valuable advice from her past experience on the Committee. I look forward to another successful year for your organisation.

The Chairman declared the meeting closed at 2.45 pm.

Brian James 19th April 2018



Pocklington & District U3A
 Income & Expenditure Account
 Year Ended 31 March 2018

| | <u>2018</u> | <u>2017</u> |
|--------------------------------|--------------|--------------|
| Balance as at 1 April 2017 | 8750 | 8255 |
| Sources of Income | | |
| Subscriptions | 8548 | 10272 |
| Gift Aid | 1191 | 2004 |
| Surplus from Closed Groups | 0 | 517 |
| Sundry Receipts | <u>0</u> | <u>14</u> |
| | 9739 | 12807 |
| | <u>18489</u> | <u>21062</u> |
| Expenditure | | |
| New & Replacement Equipment | 1824 | 1886 |
| Capitation to 3rd Age Trust | 3000 | 2853 |
| Website Retainer | 1440 | 0 |
| Room Hire & Open Meetings | 468 | 1110 |
| Drop ins & AGM | 659 | 615 |
| Refreshments | 579 | 358 |
| Group Leaders Conference | 297 | 579 |
| Handbooks | 477 | 670 |
| 3rd Age Trust Magazine Postage | 1577 | 1480 |
| Printing Stationery & Postages | 871 | 1696 |
| Licences | 122 | 60 |
| Broadband & Wi-Fi Costs | 80 | 120 |
| Speakers | 355 | 735 |
| Donations & Gratuities | 90 | 150 |
| Sundry Payments | 48 | 0 |
| Equipment Repairs | <u>158</u> | <u>0</u> |
| | 12045 | 12312 |
| | <u>6444</u> | <u>8750</u> |
| Balance as at 31 March 2018 | | |

*Checked by G. Robinson
 10/2/18*