

Minutes of the 16th Annual General Meeting of Pocklington & District u3a

**Held in the Methodist Church, Chapmangate, Pocklington
on Thursday 22/07/21**

The Meeting was opened by the Outgoing Chair Graham Ball.

Apologies had been received from the following Members;
Rosemary King, Paul and Sarah Giles, Moira and Patrick Laverack, Val Wosket, Peter and Brenda Ellenger,
Liz Dearsly, Margaret Stubbs, James and Tricia Cairns and Neil Barrett

ITEM 1

Approval of Minutes of 2020 AGM

The AGM of Pocklington & District u3a is now open and we have reached the number of members which makes the meeting quorate. (There were 38 Members present at the AGM)

Welcome.

It is the purpose of the meeting, given all the circumstances, to conduct the relevant business in a prompt and concise manner without delay or diversion. So apologies if today's meeting appears overly business like and somewhat formal. We will not rush things but we will carry out the constitutional requirements of the AGM in an effective and straightforward manner.

The first item of business is of course to approve the minutes of the 2020 Online AGM as a true record.

To expedite this matter minutes of that meeting, which are available on our website, are also circulated with the Notice and Agenda communication sent out to all members, advising of this year's AGM.

I have been advised by the Secretary that the resolution to approve the minutes of the 2020 AGM as a true record has been proposed by Rosemary Hutchinson and seconded by John Senior.

By a show of hands could we have those in support. There was unanimous support to ratify the resolution

ITEM 2

Outgoing Chairmans Report

Item 2 on the agenda is my report.

In common with all organisations our u3a has experienced a very strange year. Our programme of group activities has been significantly reduced, physical social interaction almost eliminated and yet we have survived, our group structure is largely intact, our membership has held up surprisingly well and our committee are actively looking forward to a vigorous resumption of our many activities once national restrictions are removed.

Of course, many of our groups, due to their nature, have not been able to operate under Covid-19 restrictions. However, others have continued by adapting their meeting formats and embracing new technologies such as Zoom and credit is due to all the group leaders involved. Although not a full substitute for face-to-

face human contact it has enabled group participation to continue and provided a lifeline to the household.

Once restrictions are lifted, we expect the vast majority of groups to rapidly begin to operate more normally and our popular monthly drop-in meetings to restart.

Inevitably our membership numbers have declined over the period of the pandemic. In a typical year we lose about 100 members for a wide variety of reasons although year on year total membership continued to increase as we gain more new members than we lose. At the peak our numbers were over 900 in 2019.

Currently we have 625 members but this number is growing steadily and we expect a surge of renewals once the full range of group activities is resumed. It is very encouraging that we have also continued to attract new members and even held a new member's meeting (suitably socially distanced on West Green). This bodes well for our future.

The committee has continued to meet via Zoom during lockdown. Although our activities have been curtailed the challenge of maintaining effective administration in an organisation of our size has continued to occupy us. As a result, it has been decided to adopt aspects of the BEACON system to cover membership administration. BEACON is an admin system specifically designed for the u3a and is already used by many other local u3a's around the country.

After many years of service our President, Steve Fraser, is retiring. Her contribution to the success of Pocklington and District u3a has been outstanding and her experience and advice will be missed. Our thanks go to Steve and to former Treasurer Paul Giles, who is also retiring from the committee, for their commitment and contribution.

As always, thanks are due to the Officers and other committee members for their hard work and dedication over this particularly difficult period and also to Chris Smith and Brian Snelson for their ongoing technical support.

The next year will inevitably be challenging as we re-establish ourselves. 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 sure that 2021/22 is a better year.

I will now pass over to David Hebden our Treasurer

ITEM 3

Accounts for the year ended 31st March 2021

Good Afternoon everybody hasn't it been a strange year.

As you may know I took over as Treasurer from Paul Giles following last year's AGM but before I start my first report there is a correction to the Draft figures that were circulated although it does not affect the figures for the year ended 31st March.

At the foot of the first page where the previous year's figures are shown for comparison purposes the expenditure total, although shown, has not been deducted. The figure there should read £6,705 which matches the brought forward figure for 1st April 2020.

Unsurprisingly there was a fall off in our member's renewals as the spectre of Covid loomed and our Drop-in's were cancelled which has unfortunately continued this year.

Fewer Members of course means less income and for the year up to the 31st March 2021 our income fell from £10,099 previously to £8,115.

Thankfully our expenditure also fell, by a little more, from £8,903 to £6,158.

Consequently the balance of funds held by this U3A did increase from £6,705 to £8,662

ACCEPTANCE OF THE ACCOUNTS FOR THE YEAR ENDING 31ST MARCH 2021 IS PROPOSED BY ROSEMARY WAUGH AND SECONDED BY MARGARET JAMES.

PLEASE CAN I NOW CALL FOR A SHOW OF HANDS TO RATIFY THIS RESOLUTION. There was unanimous support to ratify this resolution

ITEM 4 Subscription Rate for the year April 2022 to March 2023

We expect this current year will also be difficult and, whilst we have brought forward a healthy balance from last year, we will need this to see us through to the 31st March.

With the current level of membership I expect that this year we will, at best, break even if not operate at a loss.

We need to hold some reserves and I believe that it is prudent to have sufficient funds in hand at the start of the year to cover that year's expenditure before any subscriptions are received. In other words to have reserves of a year in hand and the past 18 months have demonstrated the wisdom of that.

We are indebted to those members who did renew for the 20/21 year. This is why The Committee decided to offer them a discount of £2 on their subscription for the current year. However, there has been a significant fall in member numbers,

Our only sources of income are Membership Subscriptions and Gift Aid.

Gift aid is claimed in arrears and the lower income from subscription fees last year will mean less income from Gift Aid in the current year. Like my predecessor I would urge anyone who is a taxpayer and has not yet signed up to gift aid to please do so.

Our major expenditure items to the Third Age Trust are, £3.50 for capitation, that is the amount we pay per member for support, insurance etc. additionally we pay £3.10 per annum per copy for the postage of the Quarterly magazine, and starting later this year £1 per member for the Beacon operating system. Taking account of savings from magazine sharing these costs will work out at about £7.00 per member in the current year.

Most of our local costs are connected with running The Drop-In's & the AGM and Printing, Stationery & Postages. While these costs have been kept to a minimum in 20/21 as activities resume these local costs, like Lazarus, will rise again and many of these local costs are not directly related to the size of our membership. We will also need to reprint our handbook soon.

In recognition and the anticipation of rising costs The Committee believes that sadly it will be necessary to have a modest increase in the subscription to £12 per annum for the year, 1st April 2022 to 31st March 2023. The last increase was in 2017

THE PROPOSAL TO INCREASE THE SUBSCRIPTION RATE FROM 2022/23 TO £12 HAS BEEN PROPOSED BY PAUL GILES AND SECONDED BY RON TINKLER.

I WOULD NOW CALL FOR A SHOW OF HANDS TO RATIFY THIS RESOLUTION. There was overwhelming support to ratify this resolution with 2 abstentions and no votes against

ITEM 5 Appointment of the Examiner of Accounts

Rosemary Hutchinson joined The Committee in 2020/21 this unfortunately means that her husband Gerry is ineligible to continue in the role as "Examiner of Accounts" I would like to take this opportunity to thank Gerry for the work he has carried out in the past. Thankfully we do have someone else willing to undertake this and

IT HAS BEEN PROPOSED BY JEAN TINKLER AND SECONDED BY LIZ DEARSLEY THAT ANDREW SMITH BE APPOINTED EXAMINER OF ACCOUNTS FOR 2021/22.

I WOULD NOW CALL FOR A SHOW OF HANDS TO RATIFY THIS RESOLUTION. There was unanimous support to ratify this resolution.

Post AGM note. The Accounts were subsequently examined by Andrew Smith who confirmed them as a true, accurate and compliant record of the financial arrangements of Pocklington & District u3a for the year in question. Summary document is attached.

I will now pass you back to Chairman for 2021/22 Graham Ball to continue

6 Agenda item 6 is the appointment of Officers for the forthcoming year.

The post of Chair can only be held for 1 year and so I step down at this AGM. There is only 1 nomination for the post of Chair for 2021/22 and that is Brain James who was proposed by Margaret James and seconded by Jennifer Hastings. As there is only one candidate for the post we need only to ask for a show of hands to confirm this appointment. Appointment confirmed unanimously.

Equally the post of Vice Chair can only be held for one year and again we have only one nomination, John Senior. John was proposed by Brian James and seconded by Margaret James and again as there is only one candidate we need only to ask for a show of hands. Appointment confirmed unanimously.

The remaining 2 Officer posts are held by member's part way through their tenure and both have indicated they wish to continue in their respective roles. David Hebden will therefore move into his second year as Treasurer and Ron Tinkler will carry on as Secretary for his fourth and final year.

7 Agenda item 7 is the appointment of new Committee Members

As there were more opportunities, vacancies, for new Committee Members than there were nominations for the posts then again no voting or balloting is required and appointments to Committee to commence at the end of this AGM can be confirmed by a show of hands.

Pauline Slater was proposed by Rosemary Hutchinson and seconded by Ron Tinkler

Neil Barrett was proposed by Ian Smith and seconded by Jean Tinkler

Both appointments confirmed unanimously.

Committee Members part way through their tenure who have agreed to continue are Chris Mills, Moira Laverack, Elizabeth Walker, Liz Dearsly, Rosemary Waugh and Rosemary Hutchinson.

I will be standing down from committee at the end of this AGM and so too after 5 years will be Paul Giles.

The post of President is an honorary position and is an appointment that can be made by the Committee. After 3 years as President Steve Fraser is standing down and currently the new committee has not considered any new appointment into the role. On behalf of P&D u3a I would like to thank Steve for her support and guidance over the last 3 years. As they say, she will be a hard act to follow

I now pass on the baton to the new Chair for 21/22 Brian James

8 Agenda item 8 is the Incoming Chairs remarks

The last 18 months have been so difficult for all of us in U3As across the country. Groups have been unable to meet in person, drop-ins have been cancelled, and the future uncertain. Many of us have become isolated and nervous about going out, and now that restrictions are starting to ease, it will take some time for our confidence to return.

Our U3A has, however, managed in many ways to adapt to the new situation. Some groups have met on Zoom, and others have managed to continue in some form via emails. Sadly others have had to go into limbo.

But we must adapt and move on as and when government restrictions relax and venues for meetings reopen. Our challenge over the next 12 months is to rebuild our U3A to regenerate the special atmosphere of drop-ins and group gatherings we enjoyed so much before lockdown. We know that this will have to be a gradual process as we will follow the guidance from the Third Age Trust, and of course any constraints placed upon us by the management of individual venues.

There is a need to restore confidence and to rekindle the desire to meet with our fellow group members in person. Undoubtedly Zoom will continue to be incorporated into the way some groups operate, and we will soon adapt to whatever is required in physical gatherings. But we must be realistic and recognise that things may be different.

So my priorities over the coming year are twofold:

To rejuvenate our U3A and encourage members to become active and involved again. It may well be that in the forced lockdown you have decided to change priorities, and indeed want to join new groups, which may or may not exist at present. With a new year (in U3A terms) comes new opportunities! So do get involved – group leaders are still there, along with opportunities to enjoy both your old and new groups.

To encourage new members to join our U3A. Building in the Pocklington and Market Weighton areas has not stopped during lockdown. New houses have been built and potential U3A members have moved into the areas. We will publicise U3A and welcome potential new members as before. The atmosphere in our U3A is unique, and we want to ensure this continues.

We are fortunate in Pocklington that we have a committed and talented committee and background volunteers who bring a variety of talents and enthusiasm to want to develop and grow our local organisation. We also have dedicated group leaders who wish to share their enthusiasm and love of their subjects with others. And finally, we have hundreds of members who want to enjoy being part of U3A and to “Learn, Laugh and Live”.

Key objectives for our Committee and our u3a in this year are; to reconnect with those members who have not rejoined so far, to continue to attract and welcome new members. To encourage more members to “get involved” and volunteer to lead things not just do things and as always to support Group Leaders, the key people in Pocklington & District u3a.

So as we move forward, let us remember that after a dark night there is always a new dawn and a fresh day. I look forward to meeting you in the “new normal”.

9 Agenda Item 9 is Any Other Business and questions from the floor on today's proceedings

I have been advised by the Secretary that no items were forwarded by Members to be raised as Any Other Business and so I will now take questions from members on today's proceedings although in providing answers I may need to call upon other committee members .

Questions There were no questions raised.

10 Agenda item 10 is to set a provisional date for the AGM 2022

It is proposed to return to nearer our normal timescale for next year's AGM and a date of Thursday May 19th is proposed. This is roughly 6 weeks after the conclusion of the financial year which ends on 31/03/22 and allows a sensible time frame for preparation of accounts and other associated items.

There being no further business I would like to thank Graham Ball for his time as Chair in one of the strangest years in the short life time of Pocklington & District u3a and I now can bring the AGM 2020/21 to a conclusion. Thank you

Refreshments

INCOME & EXPENDITURE ACCOUNT

DRAFT

Pocklington & District U3A

Income & Expenditure Account

Year Ended 31 March 2021

		<u>2021</u>		<u>2020</u>
Balance B/forward		6705.27		5509.27
Income				
Subscriptions	6878.24		8950.00	
Gift Aid	1080.53		1112.00	
Sundry Receipts	<u>157.00</u>	<u>8115.77</u>	<u>37.00</u>	<u>10099.00</u>
		<u>14821.04</u>		<u>15608.27</u>
Expenditure				
New & Replacement Equipment	0.00		244.00	
Capitation to 3 rd Age Trust	3132.50		3035.00	
Travel	0.00		63.00	
Data Protection	0.00		500.00	
Room Hire & Open Meetings	150.00		215.00	
Drop Ins & AGM	0.00		667.00	
Refreshments	0.00		890.00	
Handbooks	0.00		244.00	
3 rd Age Trust Magazine Postage	2123.48		1962.00	
Printing Stationery & Postages	534.01		721.00	
Licences	0.00		60.00	
Broadband & Wi-Fi Costs	0.00		12.00	
Speakers	0.00		0.00	
Donations & Gratuities	200.00		75.00	
Sundry Payments	14.39		93.00	
Stripe Credit Card Charges	4.42		40.00	
Equipment Repairs	<u>0.00</u>	6158.80	<u>82.00</u>	8903.00
Balance C/forward		<u>8662.24</u>		<u>6705.27</u>