

## BECCLES U3A SIXTH ANNUAL GENERAL MEETING

<b>DATE &amp; TIME</b>	Weds Sept 16th 2020 at 10.30am
<b>PLACE</b>	ONLINE For the good governance of Beccles U3A and to conform with government restrictions on social distancing and self-isolation during the Covid-19 pandemic (referred to in this document as 'the current situation') this AGM, like all monthly meetings since Apr 2020, was held by Live Streaming
<b>MINUTES</b>	Diane Dungate

**Copies of the Agenda were distributed to all members by email or post in advance of the meeting.  
Copies of the Treasurer's Report were distributed to all members by email online or by post in advance of the meeting giving all members time to read and prepare questions**

Item	Raised By	Comments
1 Apologies for Absence & Welcome from Chair	GJ	<p><u>Executive Committee:</u> None received</p> <p><u>The membership:</u> None received</p> <p><i>Points Arising</i> GJ welcomed all attendees. He reminded everyone that the delay of this AGM from June to Sept was due to the current situation. He offered a big thank you to all who returned information, 85 in total, adding that it was good to have that many responding.</p>
2 Minutes of previous meetings (19.06.19) and Matters arising	GJ	<p>The minutes of last year's (2019) AGM had been posted on the Beccles U3A website for one year and were emailed and posted to all members in advance of this AGM <i>proposal: to approve the minutes as a true record of the meeting.</i> <i>prop by:</i> Vicki John (mem no 0245) <i>sec by:</i> Jim Savage (mem no 0431) <u>Approval by the membership of the minutes as a true record of the meeting</u> <i>in favour: 81</i> <i>against: 0</i> <i>abstentions: 4</i> The minutes having therefore been approved, were then signed by GJ.</p> <p><i>Matters Arising</i> None</p>
3 Annual Report of the Trustees	GJ	<p style="text-align: center;"><b>GJ read out the report on behalf of the Trustees to all present</b></p> <p><b>Beccles U3A Trustee Report 2019/20</b> I am pleased to be able to present this year's trustee's report but with a difference. The lockdown in March caused the postponement of the AGM scheduled for June. We took the view that we would hold it in September hoping that Beccles Public Hall would be able to host us but that has proved too difficult so we are holding this meeting as a Live Stream through YouTube.</p> <p>This report briefly sets out the annual year from April 2019 to March 2020.</p> <p>The year ended with the spread of Coronavirus, the cancellation of our March 2020 meeting, the uncertainty for the coming months and a concern for the health and safety of all of us. The challenges faced by us all will be covered in next year's Annual Report.</p> <p><b>Membership</b> We started the year with 797 members and following the renewal process, this dropped to 650 which happens every year for a variety of reasons.</p> <p>The Renewals Morning in March proved once again to be very successful and was supported by a number of groups including Italian, Family History, French, Drawing and Painting and Art For Fun with English Country Dancing displaying their talents and Dog Walking displaying their dogs. We also had a stand explaining the virtues of being a</p>

	<p>Beccles U3A volunteer or Convenor. A massive thanks to all involved in making this a successful day.</p> <p><b>Committee</b>  A number of committee members were standing down in June, so it was very pleasing that five people volunteered to stand for Committee as a result of the Renewals Day. Unfortunately, one of those had to resign due to family commitments. These new recruits have put us in a good position for 2020/21 when another batch of committee members are due to retire so more expressions of interest are needed ... PLEASE!</p> <p>Our priorities continued to focus on making ourselves available to lonely people and improving communications within the U3A and with the external community as well as supporting groups. To pursue these aims we have;</p> <ul style="list-style-type: none"> <li>• maintained the regular production of the newsletter</li> <li>• distributed the newsletter to some outlets in the town</li> <li>• maintained welcome meetings for new members</li> <li>• introduced 'Meeters and Greeters' at Monthly Meetings</li> <li>• Continued to work with the NHS Social Prescribing agenda so that lonely people can be signposted to the U3A</li> <li>• attended fetes and community gatherings to promote the U3A</li> <li>• created a handbook distributed to all members to provide an easy guide to Beccles U3A activities</li> </ul> <p><b>Monthly Meetings</b>  The Monthly Meetings have been well attended averaging 120 members and guests with the Christmas meeting peaking at 180.</p> <p>The Monthly Meeting is an opportunity for members to view groups and events on offer, to be updated on any latest news, to network and to enjoy listening to a speaker.</p> <p>Mary Wright took over temporarily from Mu Gurbutt as Programme Co-ordinator and continued to deliver a full and varied programme of speakers who have been very interesting and entertaining. These included;</p> <ul style="list-style-type: none"> <li>• Shirley Taylor (our very own) gave a talk on Artemisia Gentileschi, a 17<sup>th</sup> Century female Italian painter.</li> <li>• Dawn Blunden wowed us with Cake Icing for Royal Weddings.</li> <li>• At our June 2019 AGM we had Jenny Gibbs as a Turkish Shirley Valentine.</li> <li>• Joy Hawkins returned to enlighten us further on More Medieval Medicine.</li> <li>• David White encouraged us to watch Garden Birds.</li> <li>• Ann Jillings and the delightful Varley the Dog talked about Dogs for the Deaf.</li> <li>• Chris Greenhill then took us through his day Monitoring Norwich prison.</li> <li>• Lionel Sims gave an enlightening and detailed insight into Decoding Stonehenge.</li> <li>• Then it was Christmas with Mu Gurbutt and Lacey Baxter presenting an interpretation of 'A Christmas Carol(e)' aided by the Recorder Group, the Madrigal Singers, Singing For Fun group and Diane Dungate on the piano. We had a runaway turkey and ended a packed session with music from the John Ward trio.</li> <li>• Ray Simmons got 2020 off to a great start recalling his Life in Music.</li> <li>• Mu Gurbutt delivered her much promised standby talk with a brilliant story about exhibiting at the Chelsea Flower Show.</li> <li>• Unfortunately, our March meeting was cancelled at short notice due to the outbreak of Coronavirus.</li> <li>•</li> </ul> <p><u>Suggestions for speakers are welcome so keep them coming !</u></p> <p><b>Events</b>  Irene Squirrel continued to work tirelessly outside the committee in organising 12 events which have been enjoyed by 168 members.  Notable visits over the past year included:-</p>
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	<p>Stonham Owl Sanctuary; Sandringham; East Ruston; Thursford; House Of Commons and Westminster; Kirkstead; Heath Farm; St Peter's Hall and 4 trips on the Waveney Stardust.</p> <p>A big thanks to Irene and to Carole Moore our Treasurer, for her financial management of all the trips.</p> <p><b>Groups</b></p> <p>Led by Pippa Holliday our 5 Group Support people have helped groups with any issues arising, encouraged a greater level of communication with groups and helped set up new ones.</p> <p>The emphasis has again been on supporting groups and trying to build their membership through publicity on the website, newsletters and the monthly meetings.</p> <p>There have been limited new groups established this year due to the difficulty of getting convenors to administer them. The following have started up;</p> <ul style="list-style-type: none"> <li>- Art For Fun</li> <li>- Planting Young Trees</li> <li>- Yoga</li> <li>- Nordic Walking planned to start just as lock down began but this will hopefully restart sometime soon</li> </ul> <p>Not only do we need volunteers to sit on the Committee, we need RUGs (Really Useful Group), convenors to help with new groups and volunteers to help as needed during the year. We welcome any suggestions or comments, positive or negative, on anything regarding Beccles U3A including Groups, Events/ Visits and monthly meetings.</p> <p><b>Remember this is your U3A. Help shape it and make things happen.</b></p> <p>Barry Darch was again busy, working with a small team on the history of Beccles Lido.</p> <p>Ron French published a book entitled 'Odessa 1919: The Red Terror'. It is the story of his mother's family's flight from the Bolshevik secret police 100 years ago. Ron kindly donated copies to our Christmas raffle.</p> <p>The Nimble Fingers group once again decorated the U3A tree at the Hungate Church Festival of Trees with an amazing winning display. Hopefully the Festival will be able to go ahead again this year and that the Group will once again be able to show off their skills and talents.</p> <p>We held one <b>Convenors meeting</b> on October 4<sup>th</sup> 2019 again at the Public Hall with a buffet from external caterers. Committee members were dispersed around the table entering into a questions and feedback session which went very well. Convenors, co-convenors and volunteers attended and we are very grateful for that.</p> <p><b>Finances</b></p> <p>The Treasurer's Report on our finances is covered in item 4 of this agenda (ibid). We started the year with total balances of £15,899.71 and ended in March 2020 with £18,761.35. These figures reflect the successful renewals day in March. As the year progresses we tend to be paying out money rather than receiving it but our overall position is healthy.</p> <p>Gift Aid is a significant contributor to our funds so a big thank you to our treasurer, Carole Moore, for ploughing through all the paperwork to ensure we recover 25% of qualifying fees from HMRC.</p> <p>The Group Grant system which proved so popular last year has continued and a further 7 grants totalling £501.55 has been paid out.</p> <p><b>External Representation</b></p> <p>Committee members attended meetings of the Suffolk and District Network of U3As during the year at Hadleigh and Blackbourne U3As. Again, useful networking opportunities.</p>
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		<p><b>Thank you to;</b></p> <ul style="list-style-type: none"> <li>• the <b>Convenors, Co-Convenors</b> and the members who enable groups to function.</li> <li>• <b>Glenys Westmacott</b> and the team who organise and facilitate refreshments at the monthly meetings and other events such as Renewals.</li> <li>• <b>Angela Williams</b> (Web Master) who manages our website and <b>Felicity Hillier</b> who has provided much valued assistance.</li> <li>• <b>Vicki John</b> who reports on our speakers each month.</li> <li>• <b>Peter Westmacott</b> for managing registration at the Monthly Meetings.</li> <li>• <b>Graham Wilkinson, Rosemary Kerridge and Gill Ryan</b> for acting as Meeters and Greeters at monthly meetings.</li> <li>• <b>Irene Squirrell</b> who manages all our trips and to all those who help and support her.</li> <li>• <b>Eunice Price</b> for making sure our Handbook actually appeared!</li> <li>• <b>Sally Greenhill</b> for looking after the Projector, DVD player and speakers.</li> <li>• the <b>Management of Beccles Public Hall</b> who provide the venue and the facilities and who are flexible in helping us operate at the Hall.</li> <li>• and finally, <b>Diane Dungate</b> our minutes secretary who produces excellent minutes of our meetings and makes sense of what is said.</li> </ul> <p>If I have missed anybody out I sincerely apologise.</p> <p style="text-align: center;"><b>BUT</b></p> <p style="text-align: center;"><b>Please remember we are all just volunteers.</b></p> <p>And don't forget "<i>By the members, for the members</i>" is the U3A movement's mantra so please come forward to do your bit in any way you can.</p> <p>Thank you Graham Jermyn, Chair Beccles U3A August 2020</p> <p><i>And this year in particular .....</i></p> <p>At the end of the report the Chair made brief reference to events from April 2020 and thanked;</p> <ul style="list-style-type: none"> <li>- all the members who have acted or still are acting as Phone Buddies to other members</li> <li>- Angela Williams and Felicity Hillier who have continued their sterling work with the Website</li> </ul> <p>and everyone else who has helped to keep Beccles U3A operational during a difficult time; a tremendous job!</p> <p>Beccles U3A is financially sound and is prepared to explore ways to expand and improve the support to members and groups in the years to come. Any ideas for investing some of our surplus into Beccles U3A would be welcome. It is important to let us have <u>your</u> ideas to enhance the life of Beccles U3A.</p>
<p style="text-align: center;">4</p> <p>Treasurer's Report And Accounts</p>	<p style="text-align: center;">CM</p>	<p style="text-align: center;"><b>BECCLLES U3A TREASURER'S REPORT</b></p> <p style="text-align: center;"><b>Summary of receipts and payment for the period 01.04.19 - 31.03.20</b></p> <p>A copy of the Treasurer's Report produced by CM was distributed to all members with time to read before today's online meeting.</p> <p><u>Proposal to accept the Treasurer's Report</u> <i>Propby:</i> Peter Shannon (mem no 0002) <i>Sec by:</i> Lacey Baxter (mem no 0550)</p> <p><u>Approval of the Treasurer's Report by the membership</u> <i>in favour: 81</i> <i>against: 0</i> <i>abstentions: 4</i></p> <p><i>Questions Arising</i> No questions were raised in respect of the Treasurer's Report.</p>

<p>5 To Approve the Appointment / Continued Appointment of an Examiner of Accounts</p>	<p>GJ</p>	<p>The accounts for the year 2019/20 were carried out by Newman &amp; Co, 7 Hungate, Beccles, NR34 9TT Newman &amp; Co were accepted by the executive committee as Examiner of Accounts for Beccles U3A 2020/21 <u>Approval of Newman &amp; Co as Examiner of Accounts by the membership</u> <i>in favour: 85</i> <i>against: 0</i> <i>abstentions: 0</i></p>
<p>6 Election of Executive Committee Members</p>	<p>GJ</p>	<p><b>Officers of the Executive Committee</b> The current officers of the Executive Committee were approved at the 2018 AGM and are able to serve for 3 years. As there are no other nominations and the officers are prepared to continue in post, they are; Chair - Graham Jermyn Vice Chair - to be agreed Business Secretary - Mary Wright Treasurer - Carole Moore</p> <p>Paul Gurbutt has decided to stand down as Vice Chair. The Constitution allows the appointment of 2 Vice Chairs and Glyn (Jim) Savage and Pippa Holliday have volunteered to fill these posts.</p> <p>One member of the Committee, Lacey Baxter is due to stand down due to length of service but in the absence of any other nominations, it is proposed that she continues to serve as Group Expenses Secretary in an ex-officio capacity.</p> <p>The following are able to continue serving on the Committee: John Matthews, Janet Lloyd</p> <p><u>Proposal to accept the Executive Committee members</u> <i>prop by:</i> Susan Shannon (mem no 0001) <i>sec by:</i> Linda Savage (mem no 0432) <u>Approval of the Executive Committee members by the membership</u> <i>in favour: 85</i> <i>against: 0</i> <i>abstentions: 0</i></p> <p>The following have volunteered to sit on the Committee: Pauline Kettless Rosemary Kerridge Steve Blackburn Mu Gurbutt who is returning from her previous service</p> <p><u>Proposal to accept new Executive Committee members</u> <i>prop by:</i> Sally Norfolk (mem no 0110) <i>sec by:</i> Peter Norfolk (mem no 0111) <u>Approval of New Executive Committee members by the membership</u> <i>in favour: 84</i> <i>against: 0</i> <i>abstentions: 1</i></p>
<p>7 Constitutional Changes</p>	<p>GJ</p>	<p>None proposed</p>
<p>8 Proposed Motions</p>	<p>GJ</p>	<p>No motions submitted</p>
<p>9 Vote of Thanks to the Retiring Members of the Executive Committee</p>	<p>GJ</p>	<p><b>Retiring Executive Committee Members</b> *Paul Gurbutt is retiring having served a number of years on the Committee as Groups Co-ordinator then Vice Chair. *Lacey Baxter is retiring having served a number of years, principally as Group Expenses Officer. *Cathy Hussein has decided to retire from the Committee having served 2 years as a Group Support.</p>

		PG and LB will be presented with a thank you gift recognising their service at an appropriate time. GJ concluded by voicing his thanks to all for what they have done for Beccles U3A
10 AOB		None

**There being no other business, the Annual General Meeting ended at 10.50am**

**END OF MINUTES**

DRAFT