

BECCLES U3A SECOND ANNUAL GENERAL MEETING

DATE & TIME	Weds May 18th 2016 at 10.15am
PLACE	Beccles Public Hall, Smallgate, Beccles
PRESENT	Chairman - Peter Shannon (PS)
	Members on the AGM table: Peter Westmacott (PW) Vice Chairman Susan Shannon (SS) Business Secretary Carole Moore (CM) Treasurer Sandy Perrin (SP) Groups Co-ordinator Plus 118 members were in attendance in the hall
MINUTES	Diane Dungate (DD)

Copies of the Agenda and the Minutes of the first AGM were distributed to all members by email and post in advance of the meeting.

Copies of the Treasurer's Report were placed upon seats giving all present time to read before the start of the meeting

Item	Raised By	Comments
1 Apologies for Absence	PS	Julia Deary (JD) / Jacquie Greenfield (JG) / Alec Hillier (AC) / Felicity Hillier (FH) / Jane Mawer (JMW) / Irene Squirrell (IS) / Jane Thomas (JT)
2 Minutes of previous meeting (20.05.16) and Matters arising	PS	The minutes of last year's AGM were sent to all members by email or post (for those members not online) in advance. There was a vote to approve them <i>proposed by:</i> Gwen Rogers (membership no 57) <i>seconded by:</i> Vicki John (membership no 245) The minutes having therefore been approved, were then signed by PS.
3 Annual Report of the Trustees	PS	Beccles U3A Membership *Membership at the end of the year Apr 14-Mar 15 was 319 of which 59 (20%) did not renew. *Membership in Mar 2016 was 474 *On the day of this AGM, membership was now just under 600. 100 people had joined in the previous 6 weeks. <i>Issues arising</i> PS reminded all members present of the fire regulations in Beccles PH saying that this could mean that we need to regulate the number of guests attending monthly members meetings by restricting the number of guests to 8 each month with the requirement that guests book seats in advance. This is already happening in other U3A's. This decision is yet to be confirmed by the committee. PS said that we cannot have many guests attending at the expense of existing members. August Monthly Members Meeting Due to internal work scheduled to take place in Beccles PH, the August meeting will be held in Hungate Church. Their fire regulations stipulate a maximum attendance of 150. Speakers These have been varied over the last year. We have received a lot of positive feedback which has been very gratifying. Speakers are now booked up to and including May 2017. The talk on Syria received very good feedback.

	<p>PS said that we are trying to maintain a balance between topics. One or two speakers are returning and that if any speakers have to drop out; we will call first upon those who have previously been well received by members on their first visit.</p> <p>Special Occasions The following celebratory meetings were held; *October 2015: Beccles U3A 1st Anniversary *December 2015. This was a festive occasion with entertainment from the Ukulele Band, Drama and Singing For Fun Groups. 180 members attended. The festive meeting for December 2016 will be considered over the next few weeks. *showcase Event 11.03.16: This was extremely successful and helped to increase membership.</p> <p>Events These continue with visits varying between local venues and some further afield. PS thanked all members present for their support and commitment to events. He formally thanked and congratulated IS and her team as our performance has exceeded that of other local U3As.</p> <p>PS concluded by reminding members that they must honour their commitment to bookings or events/trips cannot take place. He cited the Edinburgh Military Tattoo as an example.</p> <p>Executive Committee Meetings: In the last year the exec com has met 12 times on a monthly basis. Attendance at these meetings has been consistently 90% or above, proving it to be a committed executive team. PS formally thanked all members especially with regard to their hard work in the light of increasing membership.</p> <p>Formal Thanks PS offered formal thanks to the following people; *Felicity Hillier: Webmaster *Veronica Carpenter: Accessibility Officer and her assistant Diane Dungate who is also Minutes Secretary. *Glenys Westmacott: Refreshment Coordinator and her team. *Mandy Smith: who made the celebration cakes for our 1st Anniversary and Festive meetings. *Vicky John: who writes regular reports on our monthly speakers. *Peggy McGregor: who sends regular articles to the local media *Gwen Rogers: who assists IS with Events. * Peter Norfolk: who assisted the hall set up for the Showcase Event. *Andy House: who helped with the Instructions for a U3A Projector * Andy McMahan: who has supplied photos for the Homepage on the website And finally all the groups convenors who are helping to drive Beccles U3A forward. PS offered apologies for anyone he may have missed.</p> <p>Structure of the Executive Committee The required number of people for the executive committee is a minimum of 8 and a maximum of 14 maximum. We have 10 committee members at the moment. Some of the committee have now been involved for 2 years; 1</p>
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	<p>year from the beginning of Beccles U3A and 1 year as members of the newly formed executive committee. Maximum membership period is 3 years so each member has 2 years to go.</p> <p>PS asked members to bear in mind that in the future the Executive Committee will need new members to help run Beccles U3A. It is important that members come forward and join the committee to ensure that our U3A remains successful and continues to develop.</p> <p>June Monthly Members Meeting 15.06.16</p> <p>This is also the day of the AVIVA Women's Cycle Race which is due to pass through the town at 11.30am.</p> <p>Therefore, the meeting will start early at 10.15am.</p> <p>Doors will be open at the back and side for people to leave by.</p> <p>PS advised members to come early in order to find parking places.</p> <p><u>Change to programme for this meeting:</u> the scheduled talk by Jim Bacon will not take place. He will be replaced by John Stark who will give a talk on the Mid-Suffolk Light Railway.</p> <p style="text-align: center;">REPORT FROM THE INTEREST GROUPS COORDINATOR</p> <p><u>Development of Groups 2015.16</u></p> <p>*In Nov 2014 Beccles U3A began with 7 groups</p> <p>*In Oct 2015, less than one year later there were 37 groups with at least 34 convenors. Membership amongst some was so popular that groups had to be split.</p> <p>*There are to date 53 groups.</p> <p><u>French Conversation:</u> There are now 6 separate groups under the umbrella of French.</p> <p><u>Group Convenors:</u> SP stated that group convenors are the lifeblood of Beccles U3A. There are currently 48 convenors, some of them convening 2 or 3 groups. Their contribution ensures that Beccles U3A continues to thrive and evolve.</p> <p>SP then called for a round of applause for the groups convenors.</p> <p><u>Growth and Development of Groups:</u> The growth in popularity of groups means that some now have limited numbers and a waiting list, such as Canasta and Historic Walks. This is regarded as an uncomfortable situation so a second convenor is being sought for each of these groups. SP said that it would be great if someone would come forward to offer the knowledge and skills they have developed as members of these groups.</p> <p><u>Attendance at Sessions:</u> asked that if group members are unable to attend a session, could they please inform the convenor in advance as this can affect the viability of the meeting where finances are concerned.</p> <p><u>Group Updates:</u> SP reminded all members to please;</p> <ul style="list-style-type: none"> - check group pages as updates take place weekly. - to use the Bird as this takes them straight to their group convenor. <p><u>New Groups</u></p> <p>There are currently 6 new groups;</p> <ul style="list-style-type: none"> - Computer Confidence - Exploring The Countryside - Wine Appreciation - Jazz Appreciation - Art Appreciation - Badminton <p><u>Ethos of U3A:</u> SP impressed upon all members present that participatory learning is not a subject for school or college; it is not about simply being taught. SP and SR had attended a seminar on Tues May 17th 2016 (the previous day) where she said that one particular phrase stood out;</p>
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		"Every Teacher Learns And Every Learner Teaches"
		PS thanked SP for her report.
4 Treasurer's Report And Accounts	CM	<p style="text-align: center;">BECCLES U3A TREASURER'S REPORT</p> <p style="text-align: center;"><u>Summary of receipts and payment for the period 01.04.15- 31.03.16</u></p> <p>A copy of the Treasurer's Report produced by CM was distributed to all members with time to read before the meeting began.</p> <p>PS asked for the Accounts to be approved' <i>proposed by:</i> Paul Gurbutt (membership no 270) <i>seconded by:</i> Anna Bonner membership number (90)</p> <p>DECISION The minutes were declared to be approved.</p> <p><i>Questions Arising:</i> None</p> <p style="text-align: center;">PS thanked CM for her report.</p>
5 To Approve the Appointment / Continued Appointment of an Examiner of Accounts	PS	<p>PS stated that Jane Thomas, the current Examiner Of Accounts has already been approved and that she is happy to continue in her role for 2016/17.</p> <p>Next year we would be seeking an Accounts Examiner for the following year (2017/18)</p>
6 Election to the Executive Committee	PS	<p>There was only one nomination; To appoint Mu Gurbutt as Programme Secretary. <i>proposed by:</i> Paul Gurbutt <i>seconded by:</i> Jena Mason <i>Vote by show of hands:</i> unanimous in favour Mu Gurbutt was therefore declared to be a full member of the Executive Committee.</p> <p>PS gave a formal vote of thanks to the following for their work in the past year; - CM: the Treasurer - JM: Membership Secretary especially at this time of our membership year when they have been dealing with the large numbers of renewals and new applications.</p> <p style="text-align: center;">A round of applause was given to the Executive Committee.</p>
7 Constitutional Changes	PS	None
8 Proposed Motions	PS	None.
9 Vote of Thanks to Members of the Executive committee	PS	<p>PS formally thanked members of the Executive Committee Members:</p> <p><u>Vote of Thanks to Retiring Members:</u> There were no retiring members</p>
AOB	1)	<p>Nigel Turner (membership no 13) asked why the Accounts had been distributed without a signature. PS thanked NT for his input and said that this will be investigated and appropriate action taken. PS said that if it would help, a copy of the Examiner's Report would go on the website. NT said thank you.</p>

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