

BICESTER U3A

ANNUAL GENERAL MEETING

The 32nd AGM of Bicester U3A, Thursday 24th January 2019 at 2.15pm
at the Clifton Centre, Ashdene Road, Bicester OX26 2BH

AGENDA

- 0 Introduce the Committee
- 1 Apologies
- 2 Minutes of the 31st AGM held on 25th January 2018
- 3 Matters arising
- 4 Approval of AGM 2018 Minutes
- 5 Chairman's Report – Dave Thornton
- 6 Treasurer's Report – Audrey Luff
- 7 Adoption of Treasurer's Report
- 8 Appointment of examiner of accounts for the year
- 9 Election of committee and Officers
- 10 Members' Proposals
- 11 Close of Business

The AGM is free of charge and is open to all but only members can vote.

Agenda Item #2

U3A BICESTER

Minutes of the 31st A.G.M.held at 2.15p.m. on the 25th January 2018 at The Clifton Centre, Ashdene Road, Bicester.

Present: Committee

David Thornton - Chairman and Minutes Secretary
Peggy Penfold - Membership Secretary, Audrey Luff – Treasurer
Business Secretary - Alex Sharpe, Newsletter Editor - Hazel Jones
Website and Welcomer - Denise Thornton
Group Co-ordinator - Sandie Stevenson
Programme Secretary - Ray Thomas

Apologies: Mike White - Vice Chairman, Doreen White - Trips and Outings Organiser

Total Attendees 135

1. Apologies.

David and Janet Baldry, Sue Barden, Ann Beveridge, Derek and Beryl Burn, Mike Hennings, Peter Leighton, Sheila McKechnie, Jenny Scott.

2. Minutes of the 2017 AGM

These had been previously circulated.

3. Matters Arising.

There were no matters arising from the 2017 minutes.

4. Approval of the Minutes.

Proposed by Richard Herbert. Seconded by Eddie Sutton. All in favour.

5. Chairman's Report.

The chairman's report provides an annual opportunity to thank U3A members for their contributions to Bicester U3A. So, in keeping with tradition – here goes....

U3A provides valuable service for us older folks. It has over 1000 branches in the UK with interest groups into the hundreds, if not thousands; covering subjects from art to zoology and most things in between.

The heart of the organisation is formed by local U3As and Bicester U3A plays its part.

Our membership remains around 250/260. Our web site now lists 40 interest groups; 8 more than we had at this time last year. So, my first thanks are to those who have started up the new groups and allowed our U3A to broaden its horizons.

The group activities continue to thrive due to the concerted efforts of our dedicated group leaders. The group leaders are ably supported by our group co-ordinator, Sandie Stevenson. And, of course, the interest groups would not be successful without the support of our members. So, a big thank you to you all.

Our monthly meetings continue to be well-supported.

In 2017, we had an interesting bunch of speakers. Thanks go, initially, to Christine Cox for organising the programme and, secondly, to Ray Thomas for ensuring each month went along smoothly.

We ran a number of outings this year. A successful series of visits to the Viridor recycling facility and rather less successful trip to Poole Pottery which actually turned into a day out in Bath. Still we got good reports from those who attended. We hope to run more outings in 2018. Thanks to Mike and Doreen White for getting those things organised.

Part of the success of Bicester U3A is due to our welcoming of new members. Initially, Denise Thornton and her helpers welcome new members at monthly meetings. This is followed up by a New Members coffee morning, again organised by Denise, where committee members welcome new members with coffee and cake and a friendly chat. A big thank you to Denise and her helpers for all their efforts here. And, let's not forget the work Denise does in keeping our web site up to date.

An important part of our work is keeping the membership informed of branch activities. This is where Hazel Jones puts in a huge amount of work in producing our quarterly newsletter. A big thank you to Hazel.

We also need to keep our finances in shape and this is where Audrey Luff excels in keeping a tight rein on our expenditure. Audrey handles the membership monies, deals with monies related to outings, group start-ups, liaises with travel companies, forecasts expenditure and a whole lot of other things besides. A big thank you to Audrey for her efforts

And then we have Peggy Penfold. To my mind, Peggy is the face of Bicester U3A. She has become the Oracle to whom I refer when I'm at all uncertain about U3A matters. She has been membership secretary as long as I can remember and is for many the first point of call for Bicester U3A. A big thank you to Peggy for her huge contribution to our U3A.

And, finally a quick mention for Alex Sharpe who deals with our correspondence and keeps our notice board up to date. Thank you, Alex.

Of course, the U3A would not function as successfully as it does without significant others who volunteer their services on a regular basis. Monthly meetings are a case in point. Special mention goes to Pauline Smith and her helpers who ensure that we get our refreshments at the monthly meetings. Another special mention goes to Janet and Alan Marshall who continue with their excellent job of running our monthly raffle. I need to mention the committee who take on a number of roles on the day to keep things running smoothly. I need to mention Eileen and Geoffrey Iredale who step in when the Marshalls are away. And then there's the folks who help us to set up the hall and put things away afterwards. A big thank you to all concerned.

Our photography competition is another regular event where thanks are due. When Maurice and Carole Weir stepped down, Mike Luff took over the mantle and from what I've seen so far is doing a jolly fine job too. Thank you, Mike. This year's photographs are on display for you to cast your votes during the afternoon.

Our annual Christmas party was held at the Oxford Belfry, Thame. 88 members enjoyed a 3-course meal. Thanks to Audrey, Peggy and Sandie for ensuring all went smoothly again. Thank you to Marion Evans, who organised the challenging quiz and thank you to Ray Thomas for ensuring the winners got their pre-Christmas helping of chocolate.

Hopefully, I've covered most of our activities and have given thanks where they are due. If I've missed anyone out, I do apologise. But please accept that your contributions are greatly appreciated and a quick reminder to me will ensure that your contributions are properly recognised in the next chairman's report.

6. Treasurer's Report.

Audrey Luff presented the 2017 accounts, copies of which had been distributed to members.

Balance at 31.12.2017:-	Bank	£3,325.80	CCLA	£2,097.71
Cash in hand		£50		

The accounts had been audited by Tom Duff.

7. Adoption of Treasurer's Report.

Following the treasurer's report, the accounts were adopted.
Proposed by Andy Gordon. Seconded by Richard Herbert. All in Favour.

8. Appointment of Examiner.

David Thornton recommended to the meeting that Tom Duff continue as Auditor.
Proposed by David L. Jones. Seconded by David Jones. All in favour.

9. Election of Committee and Officers.

The chairman David Thornton stood down. Peggy Penfold proposed that David be re-elected as chairman. Seconded by Alan Marshall. All in Favour.

The chairman reported that only one nomination had been received for the vacant positions on the committee by the stated dead-line.

Mike Luff had been nominated for the post of webmaster. Acceptance of this nomination was proposed by Bill Jeffries, Seconded by Adrian Bennett. All in Favour.

The Executive Committee had agreed a committee re-structure to encompass the roles left vacant on the stated deadline. The chairman stated that the committee would still be able to fulfil its responsibilities, but it was essential that additional expertise was found during 2018.

The chairman explained the proposal for committee roles in 2018:-

Chairman and Minutes Secretary: - David Thornton, Vice-chairman and Programme Secretary: - Ray Thomas.
Secretary: - Peggy Penfold. Treasurer: - Audrey Luff
Business Secretary and Welcomer: - Alex Sharpe. Newsletter Editor: - Hazel Jones.
Group Co-ordinator: - Sandie Stevenson. Web-site: - Mike Luff.
Beacon Implementation: - Denise Thornton.

The chairman asked that this be approved en-bloc.
Proposed by Marion Evans. Seconded by Pauline Sutton. All in Favour.

The chairman explained that Trips and Outings would be organised by a sub-committee in 2018.

Elsewhere, the main priority was to find a successor to Peggy Penfold in the membership role. The chairman also asked for offers of help from the membership. It was explained that one extra committee member could be appointed during the year and a further two could be co-opted if required.

10. Members Proposals.

None received.

The chairman closed the AGM.

After the notices, the meeting was followed by a talk on *Family History in the 21st Century* by Alan Thompson and voting for the photo competition.

Agenda Item #9: ELECTION OF COMMITTEE FOR 2019

Our Constitution allows for 10 committee members, with the possibility of co-opting a further 2 members. We have 7 committee members at present. Officers are elected/re-elected on an annual basis. The chairman must stand down after 3 years in office.

Officers: There are currently four Honorary Officers: Chairman (David Thornton), Vice-Chairman (Ray Thomas), Membership Secretary (Peggy Penfold), and Treasurer (Audrey Luff). David Thornton and Audrey Luff are prepared to stand again in the event of there being no other nominees. Ray Thomas and Peggy Penfold will be standing down from their Officer roles.

Ordinary members of the committee are: Denise Thornton (Beacon Implementation), Alex Sharpe (Business Secretary/Welcomers), Ray Thomas (Programme Organiser) and Mike Luff (Website). Denise Thornton, Alex Sharpe, Ray Thomas and Mike Luff are prepared to stand again in the event of there being no other nominees.

Going forward, the initial format of the committee for 2019 will be:-

Honorary Officers:

Individual posts - Chairman, Vice Chairman, Membership Secretary and Treasurer.

Ordinary Members:

Individual posts - Programme Organiser, Groups Co-ordinator, Newsletter Editor, Business Secretary/Welcomers, Website, and Beacon/GDPR Administrator.

10 posts in all – Trips and Outings will continue to be organised at committee level.

Committee posts will be combined where appropriate. Co-options may be considered at a later date.

In the first instance, the committee would be looking to fill the foreseen vacancies of Vice Chairman, Membership Secretary, Groups Co-Ordinator and Newsletter Editor.

Please note. Members can be nominated for **ANY** of the committee posts. Should there be more than one nominee for a position on the committee, the AGM will decide who goes forward.

Prospective nominees should make their interests known to the committee well in advance of the closing date of 10th January 2019 in order that both committee and nominees can be confident in the nominees' abilities to meet the requirements the role for which they have been nominated.

Nominations will not be accepted after the closing date.

Nominations are invited from the membership for the committee posts of 2019. Please use the nomination form below:

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NOMINATION FORM FOR COMMITTEE MEMBERS: Please return this form by 10th January 2019 to: Peggy Penfold, 43 Kennedy Road Bicester OX26 2BE.

We would like to nominate.....

For the position of.....

Nominated by.....
(Please sign and print your name)

Seconded by.....
(Please sign and print your name)

The nominee should signify their agreement to this nomination by signing below:

Signed

Date.....

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Agenda Item #10

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If you have any proposals to put to the committee, please use this form

Signed

Date.....

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Please return this form to the Secretary by 10th January 2019.