

<b>Minutes AGM</b> Burton Joyce & District U3A		
Meeting name	12 <sup>th</sup> Annual General Meeting	Time and date 14.00 08/10/19
Location	Burton Joyce and Bulcote Village Hall	
Purpose	AGM	
Attendance	98 members	
Apologies	Anne Hegarty, Jan Smith, Sue Hollings, Jeff Hollings, Ann Whitfield.	
Retiring Committee	Alwyn Foster – Chairman David Falkner – Vice Chairman & Group Facilitator Anne Hegarty – Treasurer Jan Smith – Business Secretary	Rupert Williams – Speaker Finder Caroline Roberts – Membership Anna Moore - Beacon Alan Comerie – Newsline Sue Hollings – Welcomer Keith Bowker – Website

Circulation All BJ and D U3A members and committee

<p><b>1.0 Chairman’s Welcome and Other Committee Notices</b></p> <p>Alwyn Foster, Chairman welcomed everyone to the 12<sup>th</sup> AGM of Burton Joyce and District U3A, extending a special welcome to new members and visitors. The Chairman encouraged all present to sign in, whilst confirming that those present constituted a quorum.</p>
<p><b>2.0 Apologies for absence</b></p> <p>5 apologies were received and recorded as above.</p>
<p><b>3.0 Minor Amendment to Constitution</b></p> <p>Proposal:- To add the words, <i>"in Burton Joyce and its surrounding locality"</i> at the end of clause 3i. Why:- To comply with a request from The Charity Commission.</p> <p>There were no questions and the amendment was accepted by a majority after being proposed for adoption by Judith Wright and seconded by Anna Moore.</p>

<p><b>4.0 Minutes of 2018 AGM</b></p> <p>No questions were raised.</p> <p>The minutes were proposed for approval by John Fletcher and seconded by David Falkner. A unanimous vote of acceptance was recorded.</p>	
<p><b>5.0 Chairman's Annual Report 2018-2019</b></p> <p>Alwyn Foster (full report attached). The Chairman's Report was unanimously approved by the meeting.</p>	
<p><b>6.0 Treasurer's Statement of Accounts and Report.</b></p> <p>Anne Hegarty (full report attached). Adoption of the accounts was proposed by Judith Wright and seconded by Mike Thatcher, and unanimously approved by the meeting.</p>	
<p><b>7.0 Election of Executive Committee Members and Officers</b></p> <p>Alwyn Foster confirmed that under the constitution all members of the existing committee had to stand down each year. The committee members standing for re-election and new people standing for election had submitted signed nomination forms, naming proposers and seconders, to the Business Secretary.</p> <p>The new committee was elected en bloc as all posts were uncontested.</p> <p><b>Officers:</b>  Alwyn Foster - Chairman  David Falkner - Vice Chairman/Groups Facilitator  Rupert Williams – Vice Chairman  Anne Hegarty - Treasurer  Alan Comerie - Business Secretary</p> <p><b>Committee Members</b>  Christine Shepherd – Speaker Finder  Sue Hollings - New Members' Welcomer  Newline Editor – Position not filled  Elaine Bass – Social Secretary  Anna Moore – Beacon Project Manager  Caroline Roberts – Membership Secretary</p> <p>The position of Newline Editor was not filled. Colin Simm has volunteered to be the Website Manager.</p>	

**8.0 Appointment of Independent Examiner of Accounts**

The Treasurer proposed that Philip Allsop continues to act as the Independent Examiner Of Accounts. This was unanimously approved by the meeting.

**9.0 Meeting Close**

The Chairman closed the meeting at 14:15.

**Signed on behalf of Burton Joyce and District U3A**

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## Chairman's Report 13th August 2019.

It is good to see so many members here today, so thank you all for coming along to our Annual General Meeting, the AGM. It is a special meeting because our Constitution requires us to hold it annually and there are formalities which have to be complied with, such as the whole committee retiring and a new committee elected by you, the membership. I hope these formalities can be got through quickly, then we can enjoy our Strawberry Tea and socialise!

The Committee 2018-2019.

It has been a privilege to work with such a talented and supportive committee during the year since our last AGM. Everyone gets on well and there have been no tantrums and no arguments! Each member has a role within the committee and gets on with it and reports to the committee just before each meeting, so we are acquainted with the reports in advance, thus saving time and usually resulting in little or no debate on the content, or discussion if there is anything contentious.

It has long been the case that every committee meeting begins at 10am and finishes by 12 o'clock and each item on the agenda is time-limited for discussion. It works very well.

Some committee members are leaving and not standing for re-election. This year one is Chris Sheath who has been Social Secretary for 3 years and bowls us over not only at committee meetings but at our monthly meetings and especially the AGM and the Christmas party, with her culinary expertise and unflappable approach to each meeting when she bakes all the delicious cakes, whether that be for the committee of 12 members, or 120 or more members at monthly meetings, organising her rota of helpers to provide a most efficient service for us all. Nothing phases Chris. She gets on with it and produces her delicious fare apparently effortlessly! Although Chris will no longer be a committee member and responsible for our catering, she has kindly agreed to continue with the AGM Strawberry Tea and the Christmas Party. I think we have run out of superlatives and adjectives to describe Chris's high standards, so I just want to say very simply, Thank You Chris, for all you have done during your 3 years as Social Secretary.

The other member leaving the committee and not standing for re-election is Jan Smith. Jan was formerly the New Members' Welcomer and has served on the committee for 4 years, the last year as Business Secretary. Jan does things quietly, methodically and efficiently. I don't have to ask her to do things. She just gets on with them. In fact, almost before I have reached home after a committee meeting, I find her e-mail on my computer with the meeting minutes for approval. I have much appreciated your help Jan.

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I should also mention that in addition to their Committee roles as Social Secretary and Business Secretary, Chris and Jan are also Group Co-ordinators, Chris with Craft Group 1 and Jan with Teashop Appreciation Group (which I will mention again shortly), so each have other commitments they have willingly undertaken for our U3A and our grateful thanks go to them for that.

10th Anniversary Year.

The Celebration Disco was held in March last year, followed, at the October meeting, by a Celebration Open Day in the Village Hall. Malcolm Littlefair came forward and suggested a big celebration should take place which he was happy to organise. After attending a committee meeting to explain his proposals, approval was given so he recruited the help of a small sub-committee comprising of David Falkner, Christine Sheath, Christine Shepherd and myself. Numerous organisational meetings were held resulting in a very well attended and supported Celebration Day with around 20 Interest Groups, displaying their activities. There was insufficient room in the Village Hall for more unfortunately. Our founder, Clive Bates and the Nottinghamshire County Network Committee Chairman, Rosie Allen, attended, as did almost all past chairmen and over 240 members. The bocchia and aerobics groups gave demonstrations and the ukulele and guitar groups played too. We even had a very large celebration cake baked by Chris Sheath but unfortunately despite the best efforts of our founder, the candles refused to stay alight!

Grateful thanks go to Malcolm his sub-committee and participating groups for a most memorable celebration.

Beacon.

I am aware from speaking with members that not all are aware what Beacon is about and what it does. It is an on-line facility unique to U3As nationally, allowing any U3A to join and manage their membership, finance and groups information easily and efficiently and, most importantly, Beacon can be a huge time saver for those committee members and group co-ordinators using it. It continues to grow with 334 groups, out of 1034 U3As nationally, currently using the system.

In our U3A, 65% of our group co-ordinators use it, some of whom are responsible for more than one group. Beacon is not compulsory but those using it regularly see the significant benefit it brings in administering their groups. In addition our Membership Secretary, Treasurer and Newline Editor all use the system successfully.

The Third Age Trust, our governing body, are looking to upgrade Beacon to make it fit for purpose for the future. It is envisaged the new system will be introduced in a year's time with current data migrated electronically across the current system.

Anna Moore our Group Administrator, will provide training to any Group Co-ordinator who wishes to use it. My grateful thanks go to Anna for her efficient supervision of Beacon and assistance to those using it.

Groups.

Grateful thanks again go to David Falkner for the efficient and enthusiastic way he looks after our 70 or so Groups. It is also good to see a number of new groups established this year, including Sunday Lunch 3, Escape Rooms, Antiques 4, Conservation Work and Wildlife Walks, a replacement for Nature Walks which did not continue. Unfortunately a few other Groups ceased to continue, including the Blues Group, Relax and Wellbeing, Book Club 2 and possibly the Tea Shop Appreciation Group unless someone is willing to take over from Jan who started the Group and has been Group Co-ordinator for the last 5 years, to ensure it does not close. Members

with ideas for setting up new groups are encouraged to contact David Falkner who will offer help and advice.

Group Co-ordinators are the backbone of our U3A and I must give sincere thanks to them all in ensuring the smooth running of their Groups year by year.

## Membership.

Caroline Roberts continues to administer our membership with apparent ease, (she will probably tell me it is the opposite). With membership around 437 and renewal subscriptions now due, this is the busiest time of the year for Caroline, so please, if you have not yet renewed please do so quickly and, if possible, payment by bank transfer is the favoured method, as it is easier for her to administer than payment by cheque. As with all office holders in our U3A, it should be appreciated they freely give of their time and Caroline is no exception, always up-to-date and quick to respond to questions, so thank you Caroline for looking after Membership (a most important role in our U3A) so well for us.

## Outings.

Individual groups arrange their own outings related to their group interests, including garden visits, theatre, bird watching, walking and others. On occasions, transport is by minibus and my thanks go to Steve Cantrell who drives, often taking groups to obscure places.

There are three main trips for the membership this year. Early in the year it was apparent no trips were being arranged, so I set about organising these three. The first, to Cambridge, was on 20th May, initially visiting the Cambridge University Veterinary School which was open to our University Interest Group, then in the afternoon free time to have lunch, see the sights, punting on the Cam and having a riverside drink, followed by Evensong in King's College Chapel before the journey home. A most successful day.

Then on 24th July, a group of 36 went to Buxton Opera House for a highly professional and entertaining performance by the Gilbert and Sullivan Opera Company of the comic opera "The Mikado". 22 of the 36 in the party were not our U3A members: only 14 members joined in, so I had to recruit from around other U3As. The questions arises, is it worth doing next year? Maybe members want something different?

On 8th November a group of 48 will have Christmas lunch at the Refectory at Walsingham Priory in Norfolk before travelling to the well known venue of nearby Thursford for the ever popular Christmas Spectacular Show on 8th November. 28 of the 48 in the group are our members. 20 are from other U3As.

I find it disappointing our members often show little interest in the outings on offer, resulting in additional work to contact the Nottinghamshire Network of U3As to fill a coach. I have often been asked when the next outing is to take place, but based on responses I do not know whether outings I arrange are not what members want, nor do I know what is acceptable and attracts them to join in. I know other U3As have far more outings than we do in a year and have a group of members who arrange them, each taking a small part so the burden is not on one or a few people.

I propose to hold a meeting of interested members to discuss outings. I will put an item in Newsline with details and hope it will generate sufficient interest to establish ideas and what outings interest members the most.

I am grateful to Chrissie Marrows who has kindly offered to help with outings and already has one proposed for early next year.

Money.

Our Treasurer, Anne Hegarty, took over the role at last year's AGM, a time when our Bank, TSB, had many problems nationally. After an initially lengthy time to authorise new signatories and internet banking access, the service improved and has since run smoothly. A disadvantage for Anne now is that each cheque she receives from members is scanned by the Bank and checked individually, resulting in her spending a long time in the Bank. If therefore you could make payment by online bank transfer this is preferred (as with membership renewal payments), though I appreciate not everyone wishes to, or is able to do this, but it makes Anne's life easier as our Treasurer if you can do so. We are so fortunate having such an efficient Treasurer who looks after our finances so well, producing, as she does, monthly accounts in advance of each committee meeting, so members are informed beforehand.

Monthly Meetings.

Our Speaker Finder, Rupert Williams, arranged an excellent range of speakers, on diverse subjects, throughout the year, beginning locally with Cal Warren, the

Project Leader of the £32 million revamp of Nottingham Castle, who incidentally will be next month's Speaker, bringing us the up-to-date position on this work. Fittingly, around Remembrance Sunday, our November Speaker was one of our members, David Yates, asking whether the First World War was the end of one war, or the prelude to another? Food for thought. We shall find out in November when David returns as our speaker. In January, using science and humour, a study by John Smith of peoples' body language, dealing with non-verbal behaviour, taught us we may never see people the same way again. Members were so amused and entertained by the Hon. Mrs. Victor Bruce, a 1920's racing driver, that she too will be returning soon with more tales. Many thanks Rupert for such a wide variety of speakers and we look forward to the coming months with more. Rupert has served as Speaker Finder for 3 years and so has to stand down from the Committee. He has been nominated as Vice-Chairman, an Officer role on the committee, with Christine Shepherd nominated as Speaker Finder to take over from Rupert.

Newsline.

Without doubt we have one of the best Newsline's in this region, thanks to Alan Comerie, the Editor for the last 3 years. Alan is one who goes the extra mile, whether it be hand-delivering uncollected Newsline copies to members not on the internet and unable to attend the previous meeting, or giving thought to reducing the expense of buying printing toner cartridges and stationery, thus reducing the cost per copy.

It is important members check the table at meetings and take uncollected copies to members who live in their area, or hand them over at a group meeting. This is much appreciated.

Alan can only publish material sent to him by individual members or groups. While there are several regular contributors, input from Groups is important and welcome so as to provide a variety and keep Newsline interesting. If you have not previously contributed please do give it some thought and submit an item to the Editor.

Because he has served 3 years on the committee, Alan is standing down from editing Newsline. He has been nominated as the Business Secretary and Keith Bowker as Newsline Editor as indicated in the following paragraph. The Committee's grateful thanks go to Alan for the most professional way he has carried out his editorial role.

Website.

Since he took over as Website Manager a year ago, Keith Bowker has been extremely busy moving our website on to a simple U3A Site Builder format, making it much simpler to modify and update in the future. Presently over 400 U3As nationally use this format to good effect. I would encourage Group Co-ordinators to submit more photographs, articles and information about their groups to the

Website Manager for including on our website for the whole world to see! This enables the site to become both more interesting and fresh.

Should anyone have difficulty using the site, please contact the Website Manager or any committee member who will put you in touch with him. Also why not add it to your favourites to keep in touch with what is going on within our U3A? The internet address (which I will arrange to be published in Newsline) is <https://u3asites.org.uk/burton-joyce>

I thank Keith for spending so much time this year making the changes to our website and for all that entailed. Keith will not be standing for re-election as Website Manager but for election as Newsline Editor. I wish you well Keith.

I am pleased to say Colin Simm has kindly volunteered (no press-ganging, but a true volunteer!) to take over as Website Manager from Keith.

Welcomers.

The first impression visitors and new members get of our U3A (as do our existing members), is of the group of Welcomers by the entrance door before monthly meetings. I know from what new members say, that we are a most welcoming U3A and the reason why some will pass other U3As to join us. That speaks volumes. Welcomers are also at the signing-in desk just inside the hall. Grateful thanks go to Sue Hollings, Welcomer Co-ordinator, who leads a changing group at monthly meetings. That has included Jan Smith, our retiring Business Secretary, who was formerly Welcomer Co-ordinator, who has continued providing a welcome at the desk each month before meetings begin. Jan takes visitors and new members to find a seat. It is so important for visitors to be made to feel welcome and at home.

Finally:

I thank Keith Hucknall who is retiring as our meetings technical man, quietly setting up each month the required electronic equipment before meetings. Christine Shepherd has kindly agreed to take over from Keith.



# Minutes

## Burton Joyce & District U3A



Then there is Grenville Shepherd, our Safety Officer who each month checks this Hall before meetings and, in his inimitable style gives us instructions and procedures to follow in case of an emergency at meetings. Thank you Gren. Your input is appreciated and necessary.

Grateful thanks go to Ann Whitfield who represents our U3A on Gedling Seniors Council, launched and supported by, but independent of, Gedling Borough Council in March 2017 "to combat loneliness and isolation". Ann's article in this month's Newslines provides an excellent overview of the Seniors Council's endeavours.

Thank you to Philip Allsop who has been our Independent Examiner of Accounts for the last year and has kindly agreed to continue and stand for re-appointment. Alwyn Foster.  
13th August 2019. BURTON JOYCE & DISTRICT U3A

Alwyn Foster, Chairman

## STATEMENT OF ACCOUNTS | JULY 2018 TO 30 JUNE 2019

RECEIPTS	Bal brought fwd	4099.44
Groups Income	8948.10	
Minibus Income	90.00	
Membership Subscriptions	7152.80	
Misc Income	133.00	
Bank Interest	43.62	
Trips Income	<u>3120.53</u>	
	19488.05	
Less Payments		
Groups Venue Hire	5462.80	
Groups Tutors	2335.00	
Minibus Hire	78.75	
Committee Expenditure	395.36	
U3A Expenditure	3957.75	
HO Fees	1882.50	
Trips Expenditure	2674.04	
New Equipment	<u>231.98</u>	
	17014.14	<u>2473.91</u>
	Bal c/f	<u>6573.35</u>
TSB Bank @ 30.06.19		
Current		1830.48
Less o/s chq		-555.7
Deposit		4556.62
Trips		<u>741.95</u>
		<u>6573.35</u>

## BJU3A TREASURER'S REPORT Y/E 30.6.19

I have prepared this year's accounts in the same simplified layout as last year so that comparisons can be made easily. However, I have more detailed reports available if anyone requires to see them.

There is a profit of £2473.91 for the year, of which £280 is money paid in advance for the July trip to Buxton and £1009.60 is the cost payable to Head Office for the Third Age Matters magazines which is due by the end of July but was paid last year in June.

We have purchased hard drives for the Photography group, a cd for Aerobics and a table tennis table. If any groups need new or replacement equipment, or indeed if anyone is thinking of starting a new group and will need to purchase equipment, please contact the committee.

Membership has increased again this year and many of you have already paid your subscriptions for the coming year which is appreciated. Please keep them coming in.

Anne Hegarty, Treasurer