

# CATERHAM & DISTRICT U3A

## ANNUAL GENERAL MEETING TO BE HELD ON

Monday 27<sup>th</sup> November 2023 at 2.30 pm.

At the United Reformed Church , Harestone Hill , Caterham , CR3 6SX .

### **AGENDA.**

#### **1. Welcome from the Chair.** Housekeeping – Fire exits , Phones , etc.

- Apologies for Absence.
- Approval of Minutes of last year's AGM 2022. **Vote** : Approval of Minutes.
- Matters Arising.

#### **2. Committee Reports.**

Chair's Report

Administrative Secretary's Report

Treasurer's Report. Presentation of Accounts.

**Vote** : Election of Branch Auditor. Keith Lawrance. **Vote** : Adoption of Accounts.

Recommendation and Proposal on Branch Membership Fee. **Vote.**

Membership Secretary's Report

Group Co-ordinator's Report

Welfare Officer's Report

Social Co-ordinator's Report

Surrey U3A Network Report

Publicity Officer's Report . Including our Open Day. 2023 .

#### **3. Election of the Committee**

The following members of committee (Ray Jessop – Administrative Secretary , Ken Johnson – Treasurer , Liz Whittaker – Group Co-ordinator , Joyce Jessop - Social Co-ordinator) are standing for **re-election**.

Standing for **election** : Paul Knight – Chair , Rita Dael – Membership Secretary , Alan Speed - Network Co-ordinator and Corrie Ball , Publicity Officer.

(Please Note. Mike Brigden and Alan Kingsmill are standing down from the committee.)

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**Vote** : Election of Committee.

## **4. Any Other Business**

Chair's Closing Remarks. Followed by Mince Pies and Mulled Wine.