

U3A Cranleigh & District Area

Minutes of the Twentieth Annual General Meeting held in Cranleigh Village Sports & Social Club on Tuesday 30 October 2018 at 2.00pm

Present: Committee - Jane Barker (Chair), Margaret Anderson, Maggie Atkins, Hilary Ball, Brian Birchall, Martin Hayton, Jennifer Marty. Members - approximately 100 members in all.

Apologies for Absence: Committee - Nigel Sloman, Barbara White. Members - Brian and Vicky Allen, Jackie Avery, Howard Paton Barnes, David and Pam Barrett, Iris Bennett, Joan Brennan, Sheila Brown, Edwina Burton, Maureen Drake, Peter Dulley, Shirley Featherstone, Marion and Roy Glasper, John Greenwood, Ann May, Mike Payne, Margaret Penrose, Janet Price, Diana Richardson, Jacqui Rubie, Pat Skates, Pat Stevens, Pauline Thakore, Rod Warner, Michael Wild.

Chairman Jane Barker opened the meeting by welcoming everyone and introducing the Committee.

1. Minutes of AGM held on 30 October 2017:

The minutes were approved and accepted unanimously (Proposer Sue Kariuki, Seconder David Hickman).

2. Management Committee's Report for the period 1 September 2017 - 31 August 2018:

Chairman Jane Barker began her report by paying tribute to Keith Atkins and his contribution to the success of Cranleigh & District U3A. Keith had died in June after a short illness. He had been elected to the Management Committee at the 2011 AGM and taken on the role of Membership Secretary. He had made the role his own, always happy to assist new members and resolve the many other membership queries that came his way. He had taken an active part in Committee meetings, bringing words of wisdom and restoring sanity when necessary! As Membership Secretary, he had successfully introduced the option for members to subscribe to *Third Age Matters* and refined the membership database and expanded communication by email. His knowledge regarding data protection regulation could also be relied on. He had in addition taken on the role of Speaker Secretary for two years introducing several very interesting speakers. Keith had also been a Group Leader, starting the new *Tuesday Towns & Villages* group two years ago. He would be sorely missed.

Fellow Committee members were thanked for their hard work and support during what had, at times, been a challenging year. The Chairman reported that in late December the Third Age Trust had contacted all U3As requesting that they amend the Objects Clause of their Constitution to satisfy the requirements of the Charity Commission. The Committee had agreed to this, and members present would be asked to vote on this shortly under Agenda Item 4. They had also been required to change their financial reporting, to be detailed by the Treasurer under Agenda Item 3.

She reported that as soon as the Committee had become aware of the implications of GDPR it had been decided to make use of the information, templates etc. produced by National Office. Initially U3As had been advised to ensure that they had members' consent before their personal data was recorded. After taking further legal advice, National Office changed this advice since it had been decided that an annual subscription formed the basis of a contractual relationship and therefore no consent was needed unless members' personal data were shared outside the U3A. By the end of May our GDPR Policy had been agreed by the Committee and the GDPR Privacy Policy was posted on our website.

In June Hilary Ball took on the role of Membership Secretary, in time for the 2018/2019 membership renewals. By Open Day Hilary and her team had renewed over 750 memberships. Currently there were 931 members including 105 new members. Fortunately Barbara White had volunteered to take on Hilary's previous role as Newsletter Editor. She had produced two excellent newsletters so far and would be standing for election under Agenda Item 5 below. Hilary and Barbara were both thanked for taking over these roles. Also being proposed for election would be

Angela Hardman, who fortunately had volunteered to organize teas for Group Leaders at Open Day and had subsequently been persuaded to join the Committee!

The Chairman reported that Open Day in August had been well supported, and Brian Birchall and team had once again erected the overhead signage and were thanked. All Group Leaders were thanked for manning their stalls too.

In September new members were invited to a Coffee Morning which was very successful and would hopefully be repeated next year. The morning provided new members with the opportunity to meet each other and the Committee.

Thanks were given to all Group Leaders and their helpers, volunteers who helped with delivering and "stuffing" envelopes and the ladies who answered the call to make tea on Open Day. Thanks were also given to Roy Glasper who audits the accounts, Chris Barker who produces the Handbook and maintains the website, and Richard Chaundy who provides technical support to many of the groups.

3. Statement of Accounts for the year ending 31 August 2018:

(A copy of the Accounts had been circulated to members by email the previous week and further copies were available at the AGM.)

Treasurer Martin Hayton began by thanking Nigel Sloman for preparing the Outings Accounts and Roy Glasper who had inspected all the accounts. He explained that whereas in previous years the Outings Accounts had been presented separately from the main U3A accounts, this year they would both be combined, following a change in advice from the Third Age Trust.

Some key points in the Statement of Accounts were that income from membership subscriptions was largely unchanged from the previous year; that Income from Group Activities was reduced because the Garden Club had ceased to operate, but there were corresponding reductions in Expenses from Group Activities and Hall Hire Costs for the same reason; that Income from Outings was £28,544, and Expenditure was £28,525, giving a surplus of just £19. Credit went to the Outings organizers who as well as working very hard to arrange and run the 16 outings enjoyed by U3A members also did an outstanding job in balancing income and expenditure.

The overall surplus for the year was £1,579 and Reserves stood at £33,895, higher than they need to be. It was expected that these figures would reduce in future years as membership subscriptions would remain unchanged while costs would gradually increase.

The Statement of Accounts was approved unanimously (Proposer Jean Bonham, Seconder Margaret Franklin).

4. Changes to the OBJECTS section of the Constitution:

Secretary Jennifer Marty explained that all U3As in England and Wales had been contacted by the Third Age Trust requesting that they amend their Constitution to satisfy the requirements of the Charity Commission, and therefore their members would need to vote to approve these changes.

The Third Age Trust and the Charity Commission had agreed a set wording for these Objects : ***The advancement of education and, in particular, the education of older people and those who are retired from full time work by all means, including associated activities conducive to learning and personal development.***

The above was to replace the former Objects which had been : *(1) to advance the education of the public and in particular the education of middle aged and older people who are not in full time gainful employment in Cranleigh and its surrounding locality. And (2) the provision of facilities for leisure time and recreational activities with the object of improving the conditions of life for the above persons in the interests of their social welfare.*

Members were assured that the above changes would in no way affect the way in which Cranleigh & District U3A was run nor the activities that were offered.

There was also a change in the way U3As presented their annual accounts, as had been detailed by the Treasurer.

The changes were duly voted on and accepted unanimously

(Proposer Derek Bonham , Seconder Christine Gimber).

5. Election of Officers:

Eight members of the existing Management Committee were willing to stand for re-election:

Margaret Anderson (Group Leader Co-ordinator & Publicity), Maggie Atkins (Outings), Hilary Ball (Membership Secretary), Jane Barker (Chairman), Brian Birchall (Open Day signage), Martin Hayton (Treasurer), Jennifer Marty (Secretary) and Nigel Sloman (Outings Treasurer).

They were proposed by Diane Littlewood and seconded by Rosemary Hickman and duly re-elected unanimously.

In addition Barbara White, who had been co-opted onto the Committee, was elected as Newsletter Editor, and Angela Hardman was elected as a new member of the Committee (Proposer Margaret Franklin, Seconder Jean Bonham).

6. Any Other Business:

Sue Kariuki proposed a vote of thanks to the Committee for their hard work during a year that had been exceptionally difficult.

The meeting was followed by a 20th Anniversary celebration , during which member Dorothy Shearman, who together with her late husband Nevill had helped set up Cranleigh & District U3A twenty years ago, recounted some of her memories. There followed a toast to past members and future members by Chairman Jane Barker, and the official cutting of the cake, after which members enjoyed musical entertainment provided by member Robin Chapman and The Surrey Hills Ukulele Band.

Jennifer Marty

Hon. Secretary

30 October 2018