

**EMS VALLEY u3a – COMMITTEE MEETING
TUESDAY 21ST MARCH 2023 – MOUNTFORD 3 E.C.C.**

Present: Anne Powell (Chair), Tim Mathews (Vice-Chair/ Webmaster), Hilary Street (Treasurer), Dbee Robinson (Business Secretary), Sue Kent (Membership Secretary), Karen Rodger (Beacon Administrator), Ann Sims (Groups Secretary), Margaret Goldfarb (Minutes Secretary)

1. **Apologies:** Geoff Whalley, Geoff Wiggins, Ronnie Tyler
2. **Minutes and Matters Arising:**
The minutes were agreed and any matters arising were dealt with in the course of the meeting.
3. **Business Secretary's Report:**
Dbee presented various papers which had been prepared for the upcoming AGM for the committee's approval.
It was agreed that the Constitution is to be reviewed in June by the committee.
The agenda for the AGM was approved.
The running order for the AGM and the Proposers and Seconders have been agreed.

Action: Dbee Robinson

The Chairman thanked Dbee for all her hard work not only in preparing so thoroughly for the upcoming AGM but throughout the year.

4. **Treasurer's Report:**
FINAL ACCOUNTS FOR YEAR ENDED 31 MARCH 2023
SUMMARY

The accounting statements for 2022-23 include an Income and Expenditure Account and a Balance Sheet. A statement of individual Group balances has also been produced. The Income and Expenditure Account details financial activity during the year from 1 April 2022 to 31 March 2023. Movements in Groups' funds are shown separately from the main U3A fund.

The Income and Expenditure Account shows that Ems Valley U3A activities operated at a loss, with expenditure for the year exceeding income by £2,491, while Groups' funds increased by £1,629 over the course of the year.

The Balance Sheet is a snapshot of the overall state of the finances of Ems Valley U3A at a particular date, in this case 31 March 2023. The top part of the Balance Sheet shows assets held, such as bank accounts, offset by money owed or not belonging to the U3A as at 31 March 23, such as memberships collected that relate to 2023-24. The lower section shows how these assets are allocated between a revenue reserve, Groups' funds and the main accumulated fund of Ems Valley U3A. The Balance Sheet shows that funds accumulated in previous years were sufficient to cover the deficit generated in 2022-23.

INCOME

Income from subscriptions was 79% higher in 2022-23 than in 2021-22, due to an increase in membership numbers and a return to the membership fee in place before the fee was reduced in 2021-22 due to the pandemic.

Gift aid received in 2022-23 was lower than in 2021-22, due to the reduction in membership fees for that year, as gift aid is claimed a year in arrears.

Sales income for 2022-23 includes £100 from the sale of the PA system and income from the sale of U3A diaries.

EXPENDITURE

Hall rents are the most significant item of expenditure for Ems Valley U3A. A combination of increased group membership and increased fees set by letting organisations has resulted in an increase in expenditure of 112%, compared with 2021-22.

Other costs related to membership numbers, such as subscriptions to U3A and the magazine have also increased, while the cost of speakers has remained stable. Savings have been made on the cost of Zoom by purchasing a single licence for the use of all groups.

CONCLUSION

Ems Valley U3A reserves have been sufficient to cover the deficits of recent years. The increase in membership fees to £25 for 2023-24 should prevent a deficit occurring in 2023-24 and ensure the continuing health of Ems Valley U3A finances.

Auditors: John Dewar our current auditor has agreed to continue.

PLEASE NOTE - THE FIGURES PROVIDED BY HILARY ARE SHOWN AT THE END OF THE MINUTES

5. Membership Report:

The current situation is that 38 people have not renewed their membership and 25 have resigned, which leaves a total of 523 members.

6. Groups Report:

There was nothing to report.

7. Newsletter:

There was nothing to report.

8. Website:

The conversion from emsvalleyu3a.org.uk to emsvalleyu3a.org has been completed. All address forwarders are now in place for committee members and group leaders. All org.uk addresses on the website have been changed as well. The Line Dancing group leaders (Carolyn Hughes and Jacky Delaport) requested that emails to the group be forwarded to them both. As that is not possible, Tim has created a new Google group, *LineDancinatEVu3adotorg*, to which emails are forwarded, then, as group members, the email can be cascaded on to them.

The national SiteWorks team is doing some testing with a couple of u3a sites, and at some point later this year we expect to receive a sequence number for when our SiteBuilder site will be converted. Interestingly, we can either use a subdomain of the national site as we do currently, or we host it ourselves on our own domain, which sounds far more attractive to me. Tim will keep the committee informed.

It is remiss of me (Tim) not to have trained up Dbee to be deputy webmaster as was originally intended. However, given all the development of this work, Dbee feels that another person should be recruited to act as a deputy. Although I am happy to remain as webmaster until we are converted to the u3a SiteWorks WordPress model, we will need to recruit someone thereafter. **Action: Tim Mathews**

9. Monthly meeting:

The speaker on 21st March, Cathy Shelbourne, was very good, but it was felt her talk was too short: the committee were also unhappy that she used the opportunity to advertise her talks. The after-tea entertainment by Juliet Walker and the Ancient Greece group was excellent.

At the next meeting on 27th April, the talk by Fran Sandham will be *A Solo Walk Across Africa*, and Playgroup 1 will be giving the after-tea entertainment.

10. Use of Beacon:

The Webmaster, Tim Mathews, would like to see Beacon being more integrated into the running of our u3a. There was a general discussion among the committee members, and it was agreed that it would be good to have further discussions on this topic before making any decisions. **Action: Tim Mathews**

11. AOB:

It has been agreed that the Photography Group will be displaying their photographs in April and October each year (see committee minutes March 2023).

Chairman Anne Powell attended a Zoom meeting of Chairmen from the South-Central network to discuss a range of issues brought to the meeting. The meeting agreed that the Speakers Secretary Group be restarted, having fallen into disuse in the last couple of years. This Group will be run by Alan Borrow, our newsletter editor.

It was suggested and agreed that the committee would go out for lunch after the committee meeting on 16th May. It was also agreed that the committee meeting will start at 10.30am with lunch at 12.30pm at the Kings Arms. **Action: Ann Sims**

Karen Rodger (Beacon Administer) suggested reminding members that the u3a is an organisation which is run by members for members and hopefully this will make members aware that their input would be very welcome. It was decided that Tim would contact the membership once he becomes Chairman and include this.

Action: Tim Mathews

Ems Valley U3A

Income and Expenditure Account for year ending 31 March 2023

	2022-23	2021-22
	£	£
BUSINESS ACCOUNT		
Income		
Subscriptions	10,390	5,798
Gift Aid	946	1,464
Sales	160	1
Donations	10	70
	11,486	7,333
Expenditure		
Speakers	723	777
Refreshments	273	172
Hall Rents	9,088	4,277
Zoom	144	913
Member subscriptions	1,968	1,470
Magazine	987	700
Beacon	503	421
U3A Day	175	328
Sundries	136	98
	13,977	9,156
Surplus / deficit (-)	-2,491	-1,823
GROUP ACCOUNTS		
Income	14,131	10,227
Expenditure	12,502	8,757
Net income added to Group funds	1,629	1,471
Total increase / decrease (-) in Ems Valley U3A funds for year	-862	-353

Ems Valley U3A

Balance Sheet as at 31 March 2023

	2022-23		2021-22	
	£	£	£	£
Current Assets				
Petty cash		63		63
Business bank account	19,884		19,095	
Social bank account	7,619		4,927	
Total Current Assets		27,566		24,086
Current Liabilities				
Advance subscriptions	-9,170		-6,620	
Creditors	-1,792		0	
		-10,962		-6,620
Net Current Assets		16,604		17,466
Represented by:				
Revenue Reserve		4,000		4,000
Group Funds				
- Balance b/fwd		4,927		3,457
- Surplus / deficit (-) for year	1,629		1,471	
- Balance c/fwd		6,557		4,927
Accumulated Fund				
- Balance b/fwd		8,538		10,361
- Surplus / deficit (-) for year	-2,491		-1,823	
- Balance c/fwd		6,047		8,538
Total Funds		16,604		17,466

Group funds summary for 2022-23

Group	Balance as at 31.03.2022	Income 2022-23	Expenditure 2022-23	Provision for rent payments	Balance as at 31.03.2023
Art Appreciation	0.00	260.00	260.00		0.00
Bridge	0.00	917.00	600.00		317.00
Family history	70.50	0.00	0.00		70.50
French	69.20	570.50	56.00	284.00	299.70
Gardens	-100.00	984.00	884.00		0.00
Line Dancing	994.00	2,158.30	2,127.00	48.00	977.30
Local History	133.00	0.00	90.00		43.00
MahJong	273.40	412.00	0.00	480.00	205.40
Pilates 1	3.50	1,898.50	1,632.00	56.00	214.00
Pilates 2	0.00	773.00	428.00	70.00	275.00
Spanish	158.00	90.00	124.00	124.00	0.00
Wine 1	1,440.33	1,802.50	1,581.47		1,661.36
Wine 2	960.07	1,440.00	1,684.26		715.81
Wine 3	33.17	1,000.00	739.70		293.47
Wine 4	892.25	990.00	643.80		1,238.45
Wine 5	0.00	835.20	589.49		245.71
TOTALS	4,927.42	14,131.00	11,439.72	1,062.00	6,556.70