

EMSWORTH & DISTRICT u3a

MINUTES OF THE 32nd ANNUAL GENERAL MEETING HELD ON 17 FEBRUARY 2023 AT 9.45 AM AT ST JAMES CHURCH HALL, EMSWORTH.

1. Welcome from the Chairman: The Chairman, Mike Polgreen, welcomed members to the meeting and explained the format for the morning with a speaker to follow the AGM.

2. Apologies for Absence: Apologies were received from 10 members.

3. Minutes of Previous AGM held on 22 April 2022: Agreed as a true record. Proposed by Gill Polgreen and seconded by Toni Reynaud and carried unanimously.

4. Matters Arising: There were no matters arising.

5. Chairman's Report: - Mike Polgreen

Our AGM is back to its traditional place (February) in the calendar after being moved around because of Covid 19. It seems like the last part of returning to normal. All of our monthly meetings ran normally and Gill Davies, our speakers secretary, organised a well judged programme of speakers. We enjoyed outings organised by Maureen Nicholas, our Events and Outings Organiser, and of course the Christmas lunch. Our stand at the Emsworth show was well attended, helped by the same favourable location as in the previous year, the jolly songs of the Sea Shanties group and perfect weather. We purchased a new gazebo for this and other events and groups.

Christmas lunch at Chichester College was excellent and good value again and the young students who looked after us did a great job. I'd like to say a big thank you to Maureen and friends who put so much work into organising it. The Committee think we should go there again in 2023.

We made a minor change to the constitution to make it possible for all committee members to stand for up to six years if they wish, an increase from three years previously. It has always been possible for the treasurer to stand for six years.

This is my last Chairman's report because I have served for three years (and two years before that as Web Administrator) and it is time to make way for another to be elected at the AGM. I've enjoyed doing it and hope my successor will too. I'll still be around and intend to take part in more group activities. I'd like to thank our committee members for their work and wisdom and also the group leaders and others who carry out the many functions which are so important for running our u3a.

And finally, I thank you all for your support for the u3a.

6. Treasurer's Report: - Ken Laing

SUMMARY OF ACCOUNTS

The attached account is prepared on the basis of funds received and payments made in 2022, summarising the year's activities. A more detailed breakdown of expenditure is also attached. The finances are split into 2 parts :

The charity account shows the administration of the u3a as a charity, monthly meetings and occasional payments of hall rents for group activities, with income coming from members' subscriptions, rent reimbursements by group members, and an annual Gift Aid payment from the government.

The social account shows income & costs for trips and other non-group activities.

Charity Receipts and Payments: This shows total income of £5094 and expenditure of £5555, a deficit of £461. As our subscription year is Oct-Sep, the income total includes 2023 subscriptions banked in 2022 and excludes 2022 subs received in 2021. If we adjust the income total to reflect the total figure for 2022 subscriptions, irrespective of the year taken, the income total is £4,709, giving a deficit of £846. The relevant figures are shown in the tables at the bottom of the accounts.

The rise in expenditure over 2022 is due to the purchase of a new computer, gazebo and flipchart stand (total £766), and an increase in general costs over the year.

Social Receipts and Payments: Total receipts were £4996, payments £4929. We continue to carry forward a small surplus on this account.

Funds: The charity fund surplus carried forward of £6614 includes £1946 of 2023 subscriptions - taking these out, the adjusted surplus is £4668. The total bank and cash funds at the end of 2022 were £6995, compared to £7390 for 2021.

RESERVES

Although there is no fixed amount for a u3a's reserves level, our adjusted charity account surplus at 31/12/2022 of £4668 covers more than the recommended money needed to function for at least the next 6 months, and allows us to maintain the subscription at the 2022 level going forward into 2023.

INDEPENDENT EXAMINER

David Willson kindly agreed to examine the annual accounts - many thanks to him.

Emsworth and District U3A

Charity and Social Account summaries for year ending 31st December 2022

	2022	2021		2022	2021
Charity receipts (£)			Charity payments (£)		
Subscriptions taken for current year	1,601.25	2,546.50	Speakers (fee or donation)	680.20	480.00
Subscriptions taken for next year.	1,946.50	1,494.50	Room hire - U3A	387.75	294.68
From groups (for rent)	951.00	475.00	Room hire - Groups	1,018.75	692.49
U3A Region and Centre	0.00	0.00	U3A Region and Centre (Beacon, affiliation fee, mailing)	1,615.48	1,334.06
Gift Aid Refund	595.80	577.61	Committee expenses	0.00	58.00
Donation	0.00	0.00	Other expenditure inc. printing	1,853.17	878.20
Total receipts	5,094.55	5,093.61	Total payments	5,555.35	3,737.43
Social receipts (£)			Social payments (£)		
Outings and Trips	2,600.00	0.00	Outings and Trips	2,582.95	0.00
Christmas lunch	2,396.50	1,800.00	Christmas lunch	2,347.00	1,873.50
Summer Social	0.00	0.00	Summer Social	0.00	0.00
Miscellaneous	0.00	0.00	Volunteers Thank You Lunch	0.00	0.00
Total receipts	4,996.50	1,800.00	Total payments	4,929.95	1,873.50
Charity Account			Social Account		
Charity receipts less payments	(460.80)	1,356.18	Social receipts less payments	66.55	(73.50)
Brought forward at 1 January	7,074.46	5,718.28	Brought forward at 1 January	315.66	389.16
Carried forward	6,613.66	7,074.46	Carried forward	382.21	315.66
Accounts, as at 31 December (£)			Cash funds, as at 31 December (£)		
Charity	6,613.66	7,074.46	Bank balance	6,937.67	7,359.29
Social	382.21	315.66	Petty cash	58.20	30.83
Carried forward at 31 December	6,995.87	7,390.12	Carried forward at 31 December	6,995.87	7,390.12

The following summaries show the U3A's accounts with the subscriptions attributed to the intended year, rather than the year in which they were paid. This shows a more informative year-on-year comparison.

Income (£)			Expenditure (£)		
Subscriptions taken in current year	1,601.25	2,546.50	Speakers (fee or donation)	680.20	480.00
Subscriptions taken in previous year	1,494.50	586.50	Room hire - U3A	387.75	294.68
From groups (for room hire)	951.00	475.00	Room hire - Groups	1,018.75	692.49
Group events	0.00	0.00	Group events	0.00	0.00
Gift Aid refund	595.80	577.61	Pay to U3A Region and Centre	1,615.48	1,334.06
Donation	0.00	0.00	Committee expenses	0.00	58.00
U3A Region and Centre	0.00	0.00	Other expenditure inc. printing	1,853.17	878.20
Surplus/(Deficit) on Social Account	66.55	(73.50)	Total expenditure	5,555.35	3,737.43
Total income	4,709.10	4,112.11			

NOTE

Assets purchased this year : a new laptop, gazebo and flipchart boards, at a cost of £740.26. Other assets with value are a wireless microphone system, projector, various display stands, and the old laptop, at total value approx £250.

Hon Treasurer.....
Ken Laing

Hon Examiner.....
D Wilson

EXPENDITURE BREAKDOWN FOR 2022

Expenditure (*Bank + Cash Payments*)

Charity Account

Monthly Meetings

Room Hire	387.75	
Speaker s	680.20	
Refreshments	121.92	
Labels	44.59	1234.46

U3A Regional, National

Beacon	248.00	
Direct Mail Magazine	319.48	
Membership Fee	988.00	
Copyright Licence Fee	60.00	1615.48

Members Newsletters etc

Newsletters	408.00	
Programmes	44.60	452.60

Office

Website	98.39	
Flipcharts and Stands	86.28	
Laptop and Bag	445.98	
Gazebo	233.99	
Files, print cartridges	79.47	944.11

Marketing

Emsworth Show	143.65	143.65
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Gifts

Retiring Auditor	35.50	35.50
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Groups

Room Hire	1018.75	
Insurance Pilates	50.00	
Printing	60.80	1129.55

Total Charity Account Expenditure 5555.35

Social Account

Leonardslee		1199.95
Coach	555.00	
Entry Fees	588.00	
Refunds	51.00	
Phone calls	5.95	

Beaulieu		1383.00
Coach	605.00	
Entry Fees	688.00	
Refunds	90.00	

Xmas Lunch		2347.00
Meals	2250.00	
Refunds	76.00	
Unpaid Wine Bill	11.00	
Flowers	10.00	

Total Social Account Expenditure 4929.95

Receipts (*Bank + Cash Receipts*)

Members Subs taken in 2022	3547.75
Gift Aid	595.80
Groups Contributions to Hall Rent	951.00

Total Receipts 5094.55

Surplus/(Deficit) Charity Account (460.80)

1250.00

1350.00

2396.50

Total Social Account Receipts 4996.50

Surplus/(Deficit) Social Account 66.55

Surplus/(Deficit) Overall (394.25)

Kenneth Laing
Treasurer

7. Adoption of the Accounts:

Proposed by: Hazel Irwin
Seconded by: Madeleine Cox

8. Committee Reports:

Adrian Wakeford – Group Coordinator

The Emsworth and District u3a has 33 groups with the largest, Amble and Pub Lunch, having 55 members. Most groups meet in members' houses and are in the five to twelve members size. However, three groups meet in local halls with members contributing to hire cost.

Though a Board Games Group has been set up with a new leader and some groups have had the leadership role passed on, getting new or replacement Group Leaders to step forward has proved to be problematic this year. As a result in this period the Cycling and Scrabble Groups have closed and the Mahjong Group is dormant. Leadership and volunteering will have to be addressed in the next year.

A number of groups provided photos and items for display at the Emsworth Show and the Shanties Group provided some impromptu vocal addition to the event. The event was deemed to be successful: there was interaction between our u3a and the public, some new members came forward and it was good fun.

Most enquiries concerning joining groups are directed by the web site to Group Leaders but they do occasionally get routed through the Groups Coordinator; those received were dealt with appropriately.

Input has been provided to the Newsletter and the Six Monthly leaflet.

The Groups Coordinator has been able to visit several groups. There is invariably a high level of enthusiasm from members for their activities and the principle of "Learn, Live Laugh" is alive in our groups.

A thank you lunch has been arranged for Group Leaders and other volunteers on 1st February 2023.

Speaker Secretary – Gill Davies

Local Artist, Heather Bowring came along to tell our members in April, 2022 all about "I am not what you think I am". A very interesting talk on how Heather responded to the challenge to find a way to adapt fine plaster so that she could paint with it so that visually impaired people would be able to "feel" her paintings.

In May, as part of the Queen's Jubilee Celebrations, as well as raising a glass of Prosecco, members were entertained by Tony and Lizzie Gilks with "Lilibet, A Fond Look at Our Queen". June brought Frances Farrer-Brown telling us about "Portsmouth Harbour and the three ships". July saw us finding out about "Southern Waterways" with Roger Clark. David Standing told members all about "Gilbert White the Gardener" (along with the opportunity to

purchase some plants) in September. Malcolm Wells, MBE, spoke in October and related his experiences as a National Speaker for Canine Partners and his 24 year career in the Army as a musician. November, Graeme Payne helped to take us out of the cold, wet weather with his talk “Queen Mary’s 2s World Voyage”. Trevor Davies, Chairman of Emsworth Museum came along in January, telling of the work the Museum is doing highlighting major events and people, who lived and worked in Emsworth.

Beryl Frances, recently retired Councillor on Havant Borough Council, will be talking of her experiences in February, of working as a Havant Borough Councillor. March will see Bob Comlay talking about his “Travels with Tilman”, whose climbing and sailing achievements rank among the greatest in the fields of 20th Century mountaineering and deep sea cruising.

Maureen Nicholas – Outings and Social Events

We had two very successful outings this year.

The first was to Leonardslee Lakes & Gardens, near Horsham in May. 49 members travelled by coach. The sun shone and the azaleas and rhododendrons were at their best. We then all went for lunch at the Hare & Hounds pub nearby, which they had reserved for our sole use. I had very positive feedback on the day.

The second was to Beaulieu Abbey and Motor Museum in September. 44 members travelled by coach and again the sun shone. Beaulieu offers a range of attractions and I had very positive feedback on the whole day.

Christmas Lunch. This was held at Chichester College again at the beginning of December. We originally had 90 members due to attend but on the day it was 86. We were very well catered for and again there was a lot of positive feedback.

I am now planning Outings for 2023. We have had several suggestions from members including Highclere Castle, Hever Castle, Longford Castle and Mottisfont. I would like to have an Outing organised for late May/ early June. I have contacted Mottisfont about Group Visits and am awaiting their response.

Hazel Irwin - Membership Secretary

As of 16 January 2023 the membership of Emsworth and District u3a stands at 256. There are 63 members who have yet to renew for the new year, and I would urge you to please do so now or let me know if you do not intend to renew. There has been a slow but steady stream of new members, and it was noticeable that the Emsworth Show last year did raise interest and awareness of what we do, and encouraged new people to join us. Inevitably some members moved away and for others it became difficult to attend meetings because of age or infirmity, but overall numbers are a little up on last year’s.

Questions on the Reports

There were no questions from the Floor on the Committee Reports.

9. Committee Election:

Nominations have been received for the following members for the various Committee roles:

Chairman – Adrian Wakeford: Treasurer – Ken Laing: Secretary – David Bittles: Membership Secretary – Hazel Irwin: Web Administrator – Sandy Bell: Speakers Secretary – Gill Davies: Visits and Outings Secretary – Maureen Nicholas: Group Coordinator – Jackie Treacher:

The new Committee was proposed by Lynne Rand and seconded by Mary Anne Matthews and were elected by a unanimous show of hands from the floor.

At this point the new Chairman took the Chair and apologised that he would have to leave early because of attending a funeral. He thanked Mike (and Gill) for all their work for the u3a and briefly summarised Mike's career in the u3a and expressed his gratitude to Mike for continuing to assist Sandy Bell in her Web Administrator role. Adrian particularly mentioned Mike's leadership during the Covid lockdown periods with masterminding both Zoom Monthly Meetings and a monthly newsletter. Mike was then presented with a voucher as a token of the u3a's appreciation. The new chairman also made the point to the floor of how important it was for members to volunteer for committee and group leader positions.

10. Election of Accounts Examiner:

David Willson has very kindly agreed to be our Accounts Examiner for 2023.

Proposed by: Madeleine Cox

Seconded by: Marilyn Kemp

11. Any Other Business:

There was no other business.

12. Date of Next Meeting:

16 February 2024