

Glossop U3A

Registered Charity Number – 1091836

Minutes of the Annual General Meeting at Bradbury House on September 26th 2019

1. Introduction and Apologies. The chair welcomed 71 members to the meeting. There were apologies from: Clive & Sheila Robinson, Clive & Carol Littlewood, Bryan & Joyce Bunting, Geoff & Jill Trulove, Doris Bancroft, Julia Sharatt, Norma Wright, Kath Gorman, Pat Manchee, Sheila Conchie, and Barbara Craven.

2. Minutes of the last AGM meeting. Proposed Alan Conchie seconded Hazel Oldham that the minutes of the last AGM held on September 27th 2018 be accepted as a true record.

3. Matters Arising. There were no matters arising

4. Chair Persons Report. Barbara reported that this year has had its ups and downs as always. However, with the support of your excellent committee, things have been sorted out. Also there have been a couple of innovations.

We have joined the Greater Manchester Network and Maureen and Brigitte have been to their meetings. This opens the door for some new activities like the quiz in November. They also confirm that other U3As have the same problems as we do in recruiting new officers.

Chris Blackett has created a new, user friendly, website with the help of Pam Zuntz and Alan Conchie. I hope that Group Leaders will make use of this to keep everyone up to date with meetings and events etc.

Maureen and Alice have once again organised some excellent trips. Our Group Leaders have continued with their tireless and often unheralded work. You only have to read the reports to see how much work is involved.

Clive and Carol are retiring from their positions of Membership Secretary and Group Coordinator this time so Barbara wanted to thank them for all the hard work they have put in. She also wished to thank Joyce Bunting who was retiring from the committee for the help she had given over the years such as helping with the banking.

Last but not least, she thanked her husband, your Secretary, who is an invaluable support to all she does and frankly makes it possible for her to continue as your Chairman.

5. Secretary's Report. Glyn took over from Hilary right after the AGM last year on a 'temporary' basis as no one had volunteered at the AGM. For the most part the Committee Secretary's work is routine, taking minutes at meetings and responding to correspondence. It's all a lot easier now most communications are by email. The committee approved some updates to standing orders including changes to reflect the use of electronic communications. For some time we have made important documents available for members to read on the website and these have been transferred to the new website. He also attempts to maintain a folder of printed copies in the locker at Bradbury House. A new task for this year is to write a report for the Charity Commission.

6. Treasures Report. The Treasurer gave everyone a copy of the Final Accounts and Balance Sheet for the financial year ending 31st August 2019.

The purpose of this document is to inform you of how the U3A have used your money over the year.

All the Committee, as Trustees, have a joint responsibility for the proper use and management of the U3A money, including money paid at group meetings and for trips and outings. These Annual Accounts are a means to demonstrate their proper management of your money. Our Examiner, Chris Parrack, has checked and examined the accounts and, in his opinion, they show a true and fair picture of the U3A's financial position.

As a charity, we come under the laws and rules of the Charity Commission who agree that all activities undertaken by the U3A are educational and charitable, so our accounts reported to the Commission include all income and expenditure.

Maureen thanked the social organisers for all their hard work in planning and arranging such interesting and diverse activities this year and reconciling each trip account promptly. Individual trip reconciliations will continue to be the method of reconciling trip accounts. Thank you too, to group organisers for their promptness in getting the groups' final accounts done. Again, this will continue to be the method of reporting final group accounts. All organisers must bank any cash exceeding £50 into the U3A bank where it will be credited to your group's account. You are not insured by the Third Age Trust to hold more than this in your own home.

The Charity Commission's rules specify certain financial bandings and, whichever banding our educational (charity) turnover falls within, determines the extent and detail of accounts to be provided to them. Each year we have to calculate our charity turnover and that is why all groups are asked to produce annual accounts, including nil returns. With our income, Glossop U3A produces Receipt and Payment Accounts.

It is important that each group monitors its own finances and keeps them updated throughout the year, as it is only at the end of the year that the treasurer sees the group accounts. These annual financial statements must be countersigned and certified by another member of the group. It is a legal obligation with which the committee and leaders must comply.

Maureen also wished to thank everyone for their help and support this year, especially our new bookkeeper Jo Mortlock, assistant treasurer Barbara Craven and Joyce Bunting for helping with the banking. She also had a special big thank you to Graham Sharratt, who has helped our bookkeeper greatly, did the half-year examination and is always there for advice and support. And finally thank you to Chris Parrack for the end of year examination of our U3A accounts.

Proposed by Rita France and seconded by Hazel Oldham that the Treasurers report be accepted. This was agreed unanimously.

7. Membership Secretary's Report. Clive posted this report in absentia.

New membership numbers increased steadily during 2018 /2019 to finish at year end on 379 members, including 2 life members.

The following decisions on membership matters were taken during the year.

Membership subscriptions would remain at £9.00 for the current year.

The committee would ask the membership at the AGM to approve an increase should this be required during 2019 /2020.

The question of a membership numbers cap was discussed and agreed that no cap is required at the moment.

The new European laws for data protection were finalised during 2019 (GDPR) which affected the membership in the following ways.

All existing and new members have now completed the new membership forms agreeing to the new data laws.

Data on members will only be kept while individual members are active in Glossop U3A, after which they will be removed from all the relevant databases.

Various new information sheets and Group activity lists were agreed with the Groups Coordinator and are now issued to new members for information.

Finally he wished his replacement Diane Butterworth all the best in her new role and ask all members to give Diane the same help and encouragement that has been afforded to him during his tenure.

8. Group Co-ordinators Report. Carol posted the following report in absentia.

Carol wished to thank all group leaders for their hard work throughout this last year, covering a wide range of topics. We have a grand total of 34 groups and would welcome anyone wishing to start a new group or where there are groups which are full and have waiting lists for a second one to be started.

We have had on average 8 to 10 temporary members joining at the coffee mornings which is for three months when they can sample up to three groups before becoming a full member.

This year she is stepping down from this post and would to wish her successor all the best in taking up the roll as Group Coordinator.

9. Election of Officers and Committee

Nominations were received for the following:-

Membership Secretary – Diane Butterworth

Group & Activities Coordinator – Jean Lowcock

And at the end of the meeting:-

Committee Member – Jennifer Depledge

Committee Member – Sue Vince

All four were accepted unanimously.

No nomination was received for the position of Treasurer so Maureen Brierley was asked if she would continue for another year. She agreed on the condition that someone shadowed her for a few months with a view to taking over at the next AGM. This was agreed unanimously.

All other Officers will remain the same for the coming year, but both the Chair and the Committee Secretary will step down next year.

10. Any Other Business

The Chair asked for a show of hands on a suggestion that we put the AGM documents on the website in the future rather than providing printed copies at the meeting. A vote was taken and a show of hands indicated a substantial majority in favour of retaining printed documents on the day.

Members were asked to show their appreciation for the work done by Clive & Carol Littlewood, Joyce Bunting as she stepped down from their roles and to Maureen Brierley for her continuing hard work as Treasurer.

The meeting closed at 10.30am

Glyn Connah (Committee Secretary)