

**NOTICE OF GUILDFORD AREA u3a ANNUAL GENERAL MEETING**  
**To be held at 2pm on 25th January 2021 on Zoom and Telephone**  
**AGENDA**

1. Apologies for absence
2. Confirmation of the minutes of the AGM held on 25 November 2019
3. Chairman's Report
4. Presentation of examined Annual Accounts 2019-20 by the Treasurer
5. To agree Membership Subscriptions for 2021-22 by the Treasurer
6. To receive the Annual Report for the year 2019-2020 by the Secretary
7. Director of Studies Report
8. Election of Officers and Management Committee for 2020-21
9. Election of Independent Examiner for 2020-21
10. Any other business

**VOTING BEFORE THE AGM**

Please look out for a separate email from our webmaster – a Google Form – and follow the instructions to attend the AGM electronically and to vote beforehand. Thank you.

**ANNUAL GENERAL MEETING 2019**  
**Guildford U3A**

The Annual General Meeting was held on 25 November 2019 at 2pm, The Trinity Centre, Guildford GU1 3RR. The Chairman welcomed 107 members present and particularly Tony Knapp, our independent financial examiner.

**Apologies for absence** had been received from: Sheila Beaven, Irene Black, Val Brayne, Andrew Bustin, Lorna Cave, Jean Davy, Francis Eggo, David Jessop, Bridget Lang, Chris Lees, Cynthia New, Rosemary O'Brien, Evelyn Piall, Jackie Ring, Chris Rzechorzek, Alja Schmidt, Denise Stafford, Ann Stewart, Janet Thorpe, Joy Watson, Harry Wickens, Jan Wilkinson, Joan Wrenn, together with a very nice card and apology from one of our founder members: Professor David James.

**The minutes of the previous AGM** held on 26 November 2018 were proposed with two small changes: previous AGMs had been held at St Josephs – not Jeffries Hall and to note, Margaret Cox, a previous speaker at our annual lecture is not a member of GU3A. The minutes were seconded by Jeff Harkman and agreed.

**The Chairman's Report** Caroline reported how sad she was as it was the last time she would address the membership as Chairman and she said how much she had enjoyed her stint. She was very grateful to more people than she could possibly manage to mention, who have helped, guided and supported her. We have had another successful year. She was glad to see many members at our Annual Lecture on the Magic of Colour given by Andrew Hanson. We have another exciting lecture coming up on Monday 6th April, Life is a Risky Business, to be given by Professor Jennifer Rogers. We entertained our MP, Anne Milton, earlier in the year in order to persuade her to endorse the U3A document Learning Not Lonely, which she was happy to do. She joined in a couple of groups, and saw examples of other groups' work. As a follow up, 25 members had advance news of her future plans when we visited the House of Parliament earlier this month.

The Chairman reported last year that Beacon, our new management system, was up and running, and already proving invaluable. The Third Age Trust has told us that a new, improved version will be implemented next Spring, however this tight timetable is being viewed with deep suspicion by anyone who has had anything to do with IT system changes in the past. Our Vice Chairman, Justin Jackson, is keeping his knowledgeable eye on developments for us. We used Beacon for Group Enrolment Day, and Sue Watson, Membership Secretary, and her team found that part of the day worked well. We apologise to those of you who were the victims of Guildford College's "temperamental" lift.

The Chairman then thanked the Management Committee who do such sterling work on behalf of Guildford U3A. We are grateful to our Vice-Chairman, Justin Jackson, already mentioned, for his knowledge of all things digital. Our Secretary, Sonia Ashworth, keeps us legal and running efficiently. Mike Brooks has taken on the role of Treasurer and come to terms with the intricacies of the finance system fast. Julie Beattie, we shall miss as Director of Studies, but she is moving on to other things, and Moira MacQuaide has agreed to take that role over. The remaining members of the Committee. Sue Watson, Membership Secretary, Jane Robertson Venue Secretary, Roger Philo, webmaster, Sandi Layton, Publicity Officer, Ann Elms and Jackie Ring, visits organisers, Jennifer Margrave, Monthly Meetings Organiser, are all remaining on the committee, doing their jobs splendidly. Special thanks must go to Jeff Harkman, who prepared the Prospectus for many years, and has now handed over to Mary Korndorffer, Prospectus Secretary and Jackie DeYong, When one person has to be replaced by two, you realise how hard they were working! We are also saying goodbye to Irene Black as Newsletter Editor, and are very grateful to Margaret Morgan who has agreed to take over. The Chairman also thanked Anthony Knapp, our Independent Examiner, for his many years of service to our U3A and for this, his last year.

The Chairman could not thank individually everyone who keeps the wheels of GU3A turning, the list would be far too long, but just a few: in particular Tim and Judy Downing who have produced tea and biscuits for more meetings than she could ever hope to attend, and whom have decided that now is the time to retire. We are fortunate that a team of willing volunteers has stepped up to replace them. Harry Wickens, Bernie Cohen, Moira MacQuaide, and others who help with AV equipment. Roxanne Phillips the Mug Monitor, Iris Hawkins and Sheila Darzi. The Faculty Heads, and Group Leaders. There are many, many more, you know who you are, helping at your own groups, volunteering for extras when called upon. Thank you for making Guildford U3A the best.

**The examined Annual Accounts 2018-2019** were presented and proposed by Treasurer, Michael Brooks, seconded by Martin Barker and agreed by all. Large expenditure increases beyond inflation were attributed to venue hire and also a last minute increase by the Third Age Trust in our Beacon fee from 50p per member to £1 per member. This and a £3.50 subscription to the Third Age Trust meant £4.50 of each membership subscription was immediately deducted, leaving £20.50 per head towards costs. A sub-committee had been set up to discuss potential savings as our reserves were reducing annually and this was not sustainable in the long term. Jim Robertson asked about reserve levels and at least £20,000 should be available. Increases in subscriptions were always one year behind. Group venues and dates, plus cheques were discussed in detail. Ann Elms reiterated the need for cheques for visits and outings for ease of administration. The Guildford U3A funding model for subscriptions involved the least administration as Julie Ellen and many group leaders had

generously suggested additional charges to members in their groups to help finances. Dinah Alsford asked if the calendar year could commence in October rather than September currently. The Treasurer confirmed the best possible deals for venues have been negotiated. The management committee will be considering future budget recommendations shortly.

**Membership subscriptions for 2020-21** an increase of £2, to £27 p.a. had been proposed. Ann Elms and Jennifer Margrave both proposed a larger increase, possibly of up to £35 annually. Jorgan Veslov, Keith Childs and Sandi Layton all spoke of the value for money Guildford U3A gives and the benefit of combating loneliness and this was endorsed by all. Two different proposals were voted on by the membership, the first to increase subscriptions by £10 to £35 p.a. and the second proposal, made by Jackie Deyong, to increase the membership subscription by £5 to £30 annually, which was seconded by Jane Robertson and voted on and agreed by those members present (with the exception of six members). The Treasurer and Chairman thanked Tony Knapp who is now standing down after eleven years as our independent examiner and presented him with a token of all our thanks.

**The Trustees Annual Report for the year 2018-2019** was proposed by the Secretary Sonia Ashworth, with one amendment regarding the agreed increase in subscriptions of £5 rather than £2. This was seconded by Sue Watson. The management committee met 5 times this year. Receipts from the Gift Aid scheme enabled us to claim tax refunds from HMRC amounting to £7297. Please sign up if you are a tax payer, it will cost you nothing and we are able to reclaim 25% of your membership subscription. Bank transfer of your subscription also saves us money. Contacting our membership by email (now 91% percent) also represents large savings in postage, as we strive to keep subscription levels low for you. Please don't forget to let Sue Watson know if your details change.

We are affiliated to the Third Age Trust in London and we look to them for advice and guidance. We thank Jackie Ring and Moira MacQuaide who attended the AGM and workshops this year, on our behalf. Caroline also networks with our other local U3A's and shares best practice with them regularly. This is particularly useful when legislation changes. Our group leaders and our membership can create an account on the National U3A website, where they will find plenty of information regarding running groups, advice, events and purchasing diaries. There are also national champions for various subjects who can be called on for help, or if you wish to start a new group. Please share group news, articles and photos with our newsletter editor and send them in plenty of time. Copy deadlines are in the front of the prospectus.

**Director of Studies Report** Julie reported we are happy to have another year of excellent variety in the interest groups in our prospectus this year. We have gained Learn to Draw and Paint with Jane Wharton, German Improvers with Anita Arnold, Mandarin Chinese with Sally Byrne, Singing for Fun with John Varney and Geocaching with Steve Bailey. We welcome them all and wish them every success with their new ventures. We have also inevitably lost some groups: Early Modern Drama with Jennifer Margrave and one of Robin Clinch's Wine Appreciation groups. We thank them both for their time and efforts and hope to see Early Modern Drama in another incarnation in the near future.

Some time ago we started doing one-day and half-day workshops and study days and Julie was happy to see them continue this year. On 3rd December we are holding a session on

Lasting Power of Attorney which has been so popular it is oversubscribed. There is a possibility that we will hold another in the New Year if there is sufficient demand. Another workshop, a literary one this time, will be held on the subject of Love in Literature, on 13th February next. Julie wondered why they hadn't planned it for 14th February but perhaps they were busy that day! She also welcomed Colin Bridger to the PPC as the new Group Co-ordinator for Humanities and Chris Vigurs as the new group Co-ordinator for Arts and Crafts. Since last year Don Hunt has taken over from Paul Sherren as Group Co-ordinator for Sport and Outdoor Leisure. She thanked all the outgoing committee members for their time and efforts.

This year we had Enrolment day in the third different venue in 4 years and we are looking at a change again next year. Those of you who came will remember the lift that didn't work and what a very long way it was up to the fifth floor, not to mention the lack of space in the car park as it was Guildford College's enrolment day as well. The mothers of Guildford were taking advantage of the lifting of parking restrictions to take their children to Stoke Park, too. It is difficult to find a venue big enough to take our Enrolment Day but we are working on it. Julie wanted to take this opportunity to say how much she appreciated everyone who helped organise Enrolment Day as it is a huge undertaking and an excellent exercise in teamwork. Thank you all.

#### **Election of Officers and Management Committee 2019-20**

**Chairman:** the Management Committee proposed Julie Beattie as Chairman, seconded by Justin Jackson and agreed unanimously.

**Re-election of Management Committee** The new Chairman, Julie Beattie proposed to the membership that we elect en-bloc those committee members who are kindly standing for re-election: Sonia Ashworth, Secretary; Michael Brooks, Treasurer; Justin Jackson, Vice Chairman; Ann Elms, Visits; Sandi Layton, Publicity & PR; Jennifer Margrave, Monthly Meeting Co-ordinator; Roger Philo, Webmaster; Jane Robertson, Venues and Sue Watson, membership. This proposal was seconded by Mary Korndorffer and agreed by all.

**New Elections** The Chairman proposed Moira MacQuaide to take over as **Director of Studies** and Caroline Sawers to continue as **External Relations Co-ordinator**. These proposals were seconded by Sonia Ashworth and agreed by all. The Chairman proposed Mary Korndorffer who has taken over the role of **Prospectus Editor** (with Jackie Deyong they have done a wonderful job of organising the 2019 prospectus); she proposed Jackie Ring who organises **Outings and Visits** with Ann Elms. These proposals were seconded by Sandi Layton and agreed by all. The Management Committee has the power to co-opt any additional help they need during the year and the Chairman proposed Margaret Morgan who has agreed to become the new **Newsletter Editor** and Jackie Deyong **Prospectus Asst.**, seconded by Moira MacQuaide. That makes a total of 14 management committee members (plus two co-opted). Our constitution says the Management Committee should be between five and 15 members. The Chairman then thanked those management committee members who have stood down: Irene Black – Newsletter Editor and Jeff Harkman – Prospectus Editor, with a presentation.

**Election of Independent Examiner.** The Chairman proposed that the membership give the management committee discretion to appoint a suitable examiner over the coming months. This was seconded by Mike Brooks and agreed by all.

**A Presentation** was made to the retiring Chairman, Caroline Sawers, by the Vice Chairman Justin Jackson. Caroline had worked tirelessly for Guildford U3A, on every level. She was involved with every aspect of the organisation and had enthusiastically completed an excellent job as Chairman for the past five years – we have been so fortunate to have her involvement. She has kindly agreed to continue to help the U3A movement in her capacity as Surrey U3A Network Chairman and our external relations officer. Our heartfelt thanks to her were recorded and endorsed unanimously by the membership.

**Any other business**

Ann Elms reminded the audience of various forthcoming trips. Sutherland Car Park had been an issue for parking with a new five hour limit. Jeff Harkman reported that GBC were not rescinding the parking order, nor enforcing it, but car parkers there must obtain a ticket.

The meeting closed at 15.05pm, followed by refreshments and a talk by Historian, Mike Hinton, speaking on the great fibs of the Crimean War.