

HALESWORTH & DISTRICT U3A

Minutes of the ANNUAL GENERAL MEETING held at 3.30pm, on Tuesday 17th September 2019 at The Cut.

PRESENT: 47 Members, including Committee Members: Malcolm Ballantine, Christine Billinghamurst, Sharon Collins, Monica Edmonds, Eileen English, Florence Kernohan, Martin Stevens (Chair), Tim Sutton-Day, John Treadway and Nina Warwick.

1.	<u>WELCOMES, APOLOGIES & ANY OTHER BUSINESS</u>
	<p><u>Welcomes and opening remarks:</u></p> <p>The Chairman welcomed those present and confirmed that the meeting was quorate.</p> <p>He drew attention to the reasons our organisation holds an AGM :</p> <ul style="list-style-type: none">• Our constitution requires us to hold one each year• We can report on the year's events and news• We can elect an Executive Committee• We can amend the constitution if necessary• We can let members know about the finances. <p><u>Apologies</u> Apologies were received from Jan Athis.</p> <p><u>Any Other Business</u> No items of Any Other Business had been requested for discussion.</p>
2.	<u>MINUTES & MATTERS ARISING</u>
	<p>The minutes of the Annual General Meeting held on 18th September 2018 were confirmed as a true report and signed by the Chairman (copy in Minute Book).</p> <p>Matters Arising: There were no matters arising from the minutes,</p>
3.	<u>CHAIRMAN'S REPORT:</u>
	<p>Martin Stevens gave a brief review of the past year and reported on key points as follows:</p> <ul style="list-style-type: none">• Membership: Our membership continues to grow despite the trend for people to retire later, and has now reached 300. There continues to be a steady trickle of new members from the monthly coffee mornings held at the Cut.• Interest Groups: The number of interest groups continues to hover

around 30 as in recent years. A health check indicator from the 3rd Age Trust is having a members to groups ratio of around 10 to 1 and we meet this criteria. As always, there have been a small number of stops and starts and we were sad this year to see the melody makers choir leave the U3A umbrella. Various new groups are in the offing including “Exploring topics in Maths”, a second Scrabble group and Conversational Greek. Anyone interested in any of these new groups should contact the Interest Groups Coordinator via the website. A number of groups currently have waiting lists and those on the waiting list could become the core of secondary groups - all we need is a coordinator! Following a successful taster session at one of the Halesworth Angel Bowls Club’s “roll up” afternoons, there is the potential to develop a bowls group, but again we need a coordinator. If anyone is interested in acting as the coordinator for any of these groups please contact Interest Groups Coordinator via the website. Group coordinators meet together periodically, most recently at a tea, cakes and discussion event held to say thank you for the important role they play in our U3A.

- **Monthly meetings:** This year there have been 11 monthly meetings including 9 talks on a wide range of topics, a number of which were suggested by members. Again our programme included a joint talk in conjunction with the Halesworth Festival as well as a second Pat Bateson science based memorial talk (‘Life on Mars’). Our thanks go to Dusha Bateson for sponsoring this. For a second year we also held a film and cake social event in December and a coach outing – this time to Ely. The trip was so popular that we were able to take a second coach. Many thanks to those acted as stewards and helped in other ways. We are also grateful to The Cut for ticketing the coach trip and providing the film and refreshments for our Christmas event --- and again today. Alongside the our general programme, we have also held 10 open coffee mornings here at the Cut for people interested in joining or finding out more about the U3A.
- **Committee :** The Committee elected last year has met 4 times during the year and keeps in touch by email and phone in between. Thanks as before go to Nina Warwick for continuing to host our meetings and for providing the much-appreciated coffee. During the year we have been joined by Monica Edmunds (co-opted) and are pleased to see she is now standing for election. We look forward to her remaining on the committee. During the year we said goodbye to Peter Dutton and thank him very much for his help and assistance for many years on the committee. Jan Athis has now taken over the interest groups coordination and support work from Peter and has been making contact with group coordinators, with a group coordinators’ event planned for the autumn.
- **Equipment :** Malcolm Ballantine continues to look after our equipment and the technical side of things. Saving some leads, connectors and a laminator we have made no significant equipment purchases during the year. The public address and projection equipment continue to be available to all groups.

	<ul style="list-style-type: none"> • The wider U3A: Halesworth & District U3A continues to be affiliated to the national U3A (the Third Age Trust). The national office offers helpful information and advice when asked and we have found their website helpful on occasions. Two committee members attended a day seminar put on for the eastern region by the national office which proved to be helpful and informative. We also continue to have contact with other U3A committees through the Suffolk & District Network which helps to keep us in touch and is a good source of information about potential speakers. • Keeping people informed: We have continued to move away from paper, post and newsletters over recent years and now mainly keep in contact with members by email and through our continually improving website. Both provide news and updates on an at least monthly basis. Over 90% of members now have access to email, but we also continue to publish our monthly information in Halesworth Community News. The reduction achieved in the cost printing and postage means we continue to remain in a healthy financial state and are able to financially support our winter and summer social events while maintaining the membership fee at the same level. Many thanks are due to Christine Billingham for organising the monthly members' email and to Chris Gardham for her work on the website. As all our monthly meetings are now held at the Cut we also benefit from their brochure publicity and monthly programme emails. We continue to use a small number of posters to publicise our monthly meetings but there is an increasing reluctance from some shops to take these. We now have a laminator to make the posters more weather resistant. <p>Martin concluded his report by thanking all members of the committee past and present who get on with their jobs and offer him as Chairman their much-valued support. He also thanked:</p> <ul style="list-style-type: none"> - The staff at The Cut – for hosting our monthly meetings plus publicity, catering and box office services. - Halesworth Community News for publishing our monthly report. - David Gardam for acting as our external financial examiner. - Our group leaders --- the unsung heroes of U3A <p>Special thanks also to Chris Gardam for her work as our website manager for very many years. Chris will now be handing over the role to Linda Gray who has kindly agreed to take it on.</p> <p>Members thanked Martin for his report and for all his work on behalf of our U3A.</p>
4.	<u>TREASURER'S REPORT</u>
	<p>Tim Sutton-Day circulated provisional Income & Expenditure Accounts (copy in Minute Book). He explained that because the financial year end is 31st August, there is not time to have the accounts externally inspected in time for the AGM. However, the internal inspection will take place shortly and the accounts will then be published on the U3A website. He drew particular attention to the following:</p>

	<ul style="list-style-type: none"> • At the year end funds in hand stood at £4,670.88 but an outstanding bill of £1001 for our national U3A affiliation fee remains to be paid, which will reduce the balance to £3,669.88. • Membership income reached a new high this year. • The cost of meetings and postage has reduced very significantly as a result of the change in venue for the monthly meetings and the increased use of email. Printing and stationery costs also reduced. Expenditure on speakers remained about the same as in the previous year. • Our largest expenditure was on the Christmas film and cake event and subsidy for the summer coach trip to Ely. <p>The Chairman thanked Tim warmly for his work as Treasurer over the past 3 years. Tim explained that he is now stepping down from the Committee and hopes to start and support a new 'Exploring Maths' Group.</p>
5.	<u>ELECTION OF COMMITTEE FOR 2019/20</u>
	9 members were nominated for election to the Committee (details attached) and were elected nem con. The Chairman explained that we can have up to 12 members on the Committee so 3 places are available for co-options. Anyone interested in joining the Committee was asked to contact the Chairman or any other committee member.
6.	<u>ANY OTHER BUSINESS</u>
	Linda Gray suggested that the monthly Halesworth Community News article could also be displayed in the library, and the Chairman said that the committee could consider how to publicise the U3A further.

The meeting closed at 4.15pm

Signed.....

Date.....

HALESWORTH & DISTRICT U3A

NOMINATIONS FOR EXECUTIVE COMMITTEE ELECTION 2018-2019

NOMINATED	PROPOSED BY	SECONDED BY
Jan Athis	Ken Derham	Helen Chillingworth
Malcolm Ballantine	Robert Jeffery	Brett Edmonds
Christine Billinghamurst	Vivien Spencer	Yvonne Sandison
Sharon Collins	Clive Lovelock	Jenny Ball
Monica Edmonds	Brett Edmonds	Ken Derham
Eileen English	Roy English	Vivien Spencer
Martin Stevens	Pam Stevens	Julia Dalziel
John Treadway	Ken Derham	Linda Gray
Nina Warwick	Vivien Spencer	Yvonne Sandison