



Littleborough u3a

Approved Minutes of the AGM held at 2:00 pm on Monday 13th June 2022 at The Coach House, Littleborough

Chair: Mark Pearson (acting chair)
Liz Walker

Minutes:

Mark welcomed 73 members and two guests to the meeting. He explained that in the absence of the Chair and Vice Chair he, as Treasurer, would take on the acting role until the Committee stands down later in the proceedings. The agenda is in accordance with AGM procedure, and is as previously circulated with the invitation.

1. **Apologies for Absence:** Bob Coley, Lynn Wild, Peter Wild, Gillian Pearson, Pearl Wensley, Christopher Bigmore, Ann Stott, Keith Mellor, Jennifer Oakes, Irene Rankin, Brenda Brown, Norma Turner, Cecile Biant.
2. **Minutes of the AGM held on Monday 14th June 2021:** Doreen Douglas proposed that the minutes be approved and this was seconded by Jackie Carmichael. This was approved unanimously and the minutes were therefore accepted as a true and accurate record of the 2021 AGM.
3. **Report from the Chair:** As Bob Coley was on leave his annual report, as follows, was read to the meeting by Sue Temperley: -

I am sure none of us would have believed that during the whole of 2021 the monthly meetings would be held via Zoom especially when 9 months of 2020 was also via Zoom as our Past Chair Sandra reported last year, as well as last year's AGM.

All but one of our monthly speakers during 2021 were via Zoom, which were all very good, but it does not make up for the get together at the Coach House that so many U3A members look forward to and enjoy, and this is where I must thank Marilyn for her outstanding work and time organising a great variety of guest speakers for us all.....Thank you Marilyn.

There has been one thing I have looked forward to each month, and that has been Littleborough's own U3A Newsletter that has been put together by our News Letter Editor Sue, which has kept us up to date with Group News, Jokes, Lynn's Quiz, Barrie's competitions etc Thank you to everyone who has contributed to its content over the past year.....Thank you Sue for the editorial.

There is an onerous job of any U3A group which is that of the Treasurer, and for this I thank Mark who does a good job of looking after our finances.

Gillian's first year as Groups Coordinator has not been an easy one due to the Covid restrictions but I am sure she will find her tasks will get more rewarding as time goes on. Thank you, Gillian.

Liz, our Business Secretary was thrown into this position many months ago and has done an excellent job of looking after our business affairs such as the Charity Commission etc.. Thank you, Liz,

And of course, Lynn took over the Membership Secretary's Role as well as looking after Beacon's administration, both tasks are very important and I thank Lynn for undertaking them.

Our Website and the Media is undertaken by Barrie who keeps information flowing around Littleborough and surrounding areas. The sound system at our Coach House Meetings is also managed by Barrie.....Thank you, Barrie.

I would also like to thank our valued committee members, Pearl and Chris for their ongoing support. Our many groups are led by our amazing Group Convenors who also deserve a big thank you.

Last but not least I would like to thank all the helpers at our monthly meetings.

Littleborough U3A is a thriving group which continues to grow. There are a lot of interesting and exciting groups and our monthly speaker meeting is regaining in popularity.

Finally, I would like to thank all our wonderful members at Littleborough U3A for their continued support.

*Bob Coley
Chair - Littleborough U3A*

4. **Treasurer's Report and Presentation of the Annual Accounts:** Mark had circulated copies of the examined accounts prior to the meeting, which were unanimously approved, and his annual report was given as follows: -

Our U3A operates two bank accounts, a Business Account (for the day to day running of the organisation) and a Social Account (in which is held monies ring-fenced to certain interest groups). Each year, these accounts are examined by an independent local accountant, David Costa. Our business year is 1st April to 31st March and we bank with Barclays Bank in Rochdale.

In April 2020, the Business Account starting balance was £8,148.25. This balance was sufficient to enable the committee to offer members a subscription-free year; a decision taken due to the pandemic forcing groups such as ours to suspend a number of its activities which rely on social

interaction. Even though we did not charge a membership subscription for existing members in 2021-22, we did incur the annual fees payable to the central U3A organisation, comprising capitation fees and an annual licence fee for the use of Beacon, the online database used to manage membership, interest groups and communications.

Our U3A remained active over the year, concentrating on the provision of activities online and through an enhanced monthly newsletter. Wherever possible, speakers who could deliver talks over Zoom were engaged and in brief periods, a restricted return to the Coach House for some limited face to face activities took place. This mainly online activity hopefully offered something to our members and we did attract 12 new members during the year.

Our operating costs increased during the year, primarily as a result of funding a Third Age Matters magazine to all members and through the fees paid to run online monthly speakers and other virtual events. Investment in a colour inkjet printer enabled us to print hard copies of the enhanced newsletters for those members without email addresses whilst reducing our annual stationery and postage costs. We continued to subscribe two Zoom licences, for hosting online meetings, reducing this to one licence and eventually investing at the end of the year, in a 12-month licence for the 2022-23 financial year.

Our activities over the year, despite the pandemic, helped to keep membership renewals at a high level and the largest proportion of our income for the year, was membership renewals for the 2022-23 year. I thank you all for promptly renewing your subscriptions.

The Social Account comprises money that is ringfenced to some of the interest groups that operate within our U3A and is used for income and expenditure relating to any trips or social occasions for which members pay a fee and for which all income is then disbursed in providing the event (in other words, our U3A does not profit from this income and expenditure). The account includes an unallocated balance of £389.03 which is not ringfenced to any interest group. Rather than transferring this back into the Business Account, it has been left in the Social Account to ensure that there is never a nil or negative balance in that account. Within the examined accounts is £409 paid by members for two 'foodies' events; a meal at the Bellavista restaurant which was held in April 2022 and afternoon tea at Love Grows, subsequently cancelled and deposits returned to those members who paid in advance for this event.

We ended the year in a strong financial position and a decision was taken by the Committee to open an investment account with our bank and to transfer into this account a sum of money representing annual turnover. Due to poor continued interest rates, the account attracts very little interest, but it ringfences a sum of money which could be used to finance our U3A for 12 months should another event outside of our control take place. It also protects those funds from potential banking fraud, which is a continued threat

despite the additional checks and counter-authorisations that we have in place on our accounts.

I will end by thanking my fellow committee members for their support in my first year as Treasurer, group co-ordinators who have been very helpful with the management of interest group funds and also Angela Lorimer from whom I took over the reins in June 2021 - for her detailed hand over of the finances and background support in my first few months in office.

5. Motion Proposals. None received

- 6. Committee Stands Down.** At this point the current Committee members stood down and Jo Wiggans took over the Chair. On behalf of the members, she thanked the outgoing Committee for all their work over the past two years during Lockdown with keeping members in touch. She then read out the nominations for the roles of Chair and Vice Chair

Chair: Robert Coley Nominated by Angeal Lorimer Seconded by David Cannon

Votes For 73, Against 0, Abstained 0 - Carried unanimously

Vice Chair: Susan Temperley Nominated by Jo Wiggans Seconded by John Swift

Votes For 73, Against 0, Abstained 0 - Carried unanimously

7. Election of Committee:

Sue Temperley, newly elected Vice Chair, then took back the Chair in the absence of Bob Coley, and read out the remainder of the Committee nominations: -

Treasurer: Mark Pearson Nominated by Julie Woodrup Seconded by Denise Greenall

Votes For 73, Against 0, Abstained 0 - Carried unanimously

Business Secretary: Elizabeth Walker Nominated by Norma Turner Seconded by Brenda Brown

Votes For 73, Against 0, Abstained 0 - Carried unanimously

As the number of persons standing for election for committee member places was below the maximum number allowed to serve on the committee, this was held as a block vote for the following members of the committee.

Committee Member: Lynn Wild Nominated by Jean Small Seconded by Jo Wiggans

Committee Member: Gillian Pearson Nominated by Ken Hall Seconded by Fran Moir

Committee Member: Marilyn Aldred Nominated by Guy Otten
Seconded by Michael McGlone

Committee Member: Sandra Kokocki Nominated by Angela Lorimer
Seconded by Peter Wild

**Block votes For 73, Against 0, Abstained 0 - Carried
unanimously**

The above four Officer and four Committee Members were duly appointed.

Sue pointed out that the committee now consists of only eight members, and that as we are allowed to co-opt up to three additional people, anyone interested in becoming a co-opted member would be very welcome and should speak to a Committee Member at the end of the meeting.

8. **The next scheduled AGM** will be held on Monday 12th June 2023

The meeting ended at 2:20 pm