

# **MINUTES OF RAYLEIGH u3a 16<sup>th</sup> ANNUAL GENERAL MEETING**

**Held at Mill Hall, Rayleigh on Wednesday 3<sup>rd</sup> May 2023 at 2pm**

## **1. Welcome:**

Our Chairman, Ray Lowe, opened the meeting and thanked the members for attending (146 present).

## **2. Apologies for Absence:**

Apologies were received from Janet Warner

## **3. Approval of the Minutes for AGM 2022:**

A copy of the minutes for the 2022 AGM had been previously made available to our members by email, mail, newsletter or on our website. The Chairman asked if any amendments were needed. There were none. Approval of the minutes was proposed by Jim Whitehouse and seconded by Paul Reeve. The proposal was carried by a majority show of hands, no objections.

## **4. Chairman's Report: Ray Lowe:**

Welcome to the sixteenth Annual General Meeting of Rayleigh u3a.

As u3a members we belong to a movement built on the principles of mutual aid and self-help. Although we may join the u3a to learn a new skill or to enjoy meeting new people, we also join a movement where we are all volunteers with something to contribute – and that is our strength.

We are still in need of more help on the Committee as a few current members terms are finished at this AGM, and others in the next year. It would be good to have some new members trained up ready to take over their roles. As always, do speak to a member of the Committee to find out more details.

Following the pandemic, our membership has taken a little dip and some Groups have closed but we still have over 400 members and 39 active groups and Paul Reeve, our Groups Co-ordinator is working on getting some new groups off the ground.

On your behalf, I should like to thank the Committee for their excellent work. They have worked together tirelessly behind the scenes and supported each other; they are all volunteers who give of their time and expertise.

Amanda Lowe is our current Membership Secretary, but her term is up this year. Amanda manages the membership renewals each year, the new scanning system is now in place to record

who attends the monthly main meeting. We have one nomination for Amanda's replacement which will be voted on later in this meeting.

Amanda also ensures that our new members are made to feel welcome, and she is supported in this by her excellent team of Welcomers. Who meet and greet members. Thanks to Linda Osborne, Ann Surety, Alison Yarham, Diane Langdon, Sue Lamont and Lesley Athey.

Our Groups Co-ordinator is Paul Reeve. Paul helps new and existing members to find groups to join and has several new groups in the pipeline. Do speak with Paul if you have an interest you would like to develop with like-minded members.

Sheila Farrant and June Jennings have been doing a great job with the Newsletter. Sheila is stepping down this year, so we are looking for a replacement, until Sheila's replacement is named, please send any items of interest to Debbie Bamber for inclusion, especially if you have photographs as our members are always interested to find out what is going on in our u3a. Our thanks must go to Terry Gouldsmith who distributes our paper newsletters to those members without computer access. Please come forward if you have the skills and would be interested in becoming our newsletter editor.

Thanks to Val Foley, our Speaker Secretary who arranges the speakers for our main Monthly Members Meetings. She has put together a varied programme for the forthcoming months which we hope will be of interest to you and she is also very happy to take suggestions from members as to possible future speakers.

Our Educational Events Co-ordinator, Val Skam, has been putting together some Talks for All and Educational events which are all selling well. Our thanks to Val, whose term is now up, we have a nomination for her replacement which will be voted on later in this meeting.

Val manages the role with dedication to keeping us informed and entertained.

We also have many other Volunteers I must mention. Thanks to Laurie Yarham and Ray Osborne who set up and run our sound and visual equipment and Jim Whitehouse who has stepped into the task if Laurie and Ray are unavailable.

Elaine Woodcock is a committee member who helps with the running of the u3a whose term is also up so a replacement is required onto the Committee in May.

Thanks to Les and Carol Shrubsole, and Stella Lutterlock who run our very popular bookstall. Thanks to Val Whitehouse who designs our posters and tickets and together with husband Jim, runs our very successful Quiz nights. Thanks to all our group leaders without whom we would not have so many varied and interesting groups to join.

Our thanks go to each one of our members who give their time to making our u3a work so well, to all our members who are always ready to help man tables, do refreshments and whatever else is needed.

Finally, I have two important people to thank without whom our u3a would not have run so smoothly and efficiently. Both Jill Cann our Treasurer and Jane Reeve our secretary, have been in post for 1 year and have taken to their roles on the Committee like ducks to water.

Together they have managed our return to Mill Hall, updated systems, documents and improved our way of working, communicated with our membership and generally been willing to do whatever has been needed. Their enthusiasm and commitment have been second to none and we all owe them a very large vote of thanks!

I would like to wish all our members another year of interesting and entertaining activities with Rayleigh u3a.

A floral gift was then presented to Val Skam, on behalf of Rayleigh u3a, to show appreciation for her hard work. Amanda Lowe, Elaine Woodcock and Sheila Farrant were not present so received their gifts at separate times. Photographs were taken for the Newsletter.

#### **5. Approval of the Trustees Annual Report for 2022**

The Committee have completed and approved a Trustees Annual Report as required by the Charity Commission for our last accounting year – January 2022 to December 2022. It has been circulated to members for approval.

The Trustees Annual Report for 2022 was approved by a majority of votes received.

#### **6. Treasurer's Report – Jill Cann:**

This is the report for year ending December 2022.

I am not sure who was more surprised to see me become treasurer at last year's AGM, the Committee or myself! Well, I am still here. It has been a busy but fulfilling year.

You will all have a copy of the accounts to view. Most events are self-funding and our move back to Mill Hall has reduced our payments for the hire of a hall for our monthly meetings and special events.

Thank you to all the members who have paid for their subscriptions and events directly into the bank accounts via the Bacs Payment Service. It saves time and effort with less trips to the bank and a disgruntled queue forming behind me as I pay in the cheques!

At the year end of 2022 we had a balance of £14,698.28 across all the accounts.

I believe the accounts to be self-explanatory but please ask if you have any queries.

I would like to thank Jim Whitehouse for auditing and signing off the accounts.

I would also like to thank Wendy Edwards and Debbie Bamber for all their help during this first year of my office.

The Chairman asked for proposer to approve the accounts – Val Skam, seconded by Juli Fowles. There was a unanimous show of hands and no objections. The Accounts for 2022 were therefore approved.

#### **7. Appointment of Examiner of Accounts for 2023:**

Jim Whitehouse has expressed his willingness to undertake the examination of the accounts for 2023. He was proposed by Jane Reeve and seconded by Debbie Bamber.

He was unanimously approved by a show of hands, with no objections. Therefore, Jim Whitehouse has been appointed as our Examiner of Accounts for 2023.

#### **8. Election of Officers & Committee Members:**

Nomination forms for the vacant posts have been made available to our Members, by email, post or on our website. The Secretary has received the following nominations: -

For the post of **Education Events Coordinator**, we had received one nomination – Juli Fowles. Proposed by Jane Reeve and seconded by Ray Lowe. A short profile was read out in support of the nomination and approval was given by a unanimous show of hands – no objections.

For the post of **Membership Secretary** – we had received one nomination - Debbie Bamber. Proposed by Jane Reeve and seconded by Ray Lowe. A short profile was read out and Debbie Bamber was approved as Membership Secretary by a unanimous show of hands – no objections. Debbie Bamber is also our Beacon Administrator, Website Editor and Acting Newsletter Editor.

For the post of **Newsletter Editor** we had received no nominations. We will continue to try and fill this post through the year.

Another Member has been nominated to join the **Committee**: Stuart Evans, who was proposed by Jane Reeve and seconded Ray Lowe. A short profile was read out in support of Stuarts nomination and approval was given by a unanimous show of hands – no objections.

We still have a vacancy on the Committee for a Vice Chairman. The members were asked to speak to a Committee Member if they may be interested in this post, and the Committee would continue to be pro-active in searching for someone.

#### **9. Any other Business:**

There was no other business.

#### **10. Closure of the AGM Meeting for 2023:**

The formal part of the meeting was closed at 2:30 pm, and our speaker followed.