

MINUTES OF RAYLEIGH u3a 15th ANNUAL GENERAL MEETING

Held at Holy Trinity Church Hall, Rayleigh on Wednesday 4th May 2022 at 2pm

1. Welcome:

Our Chairman, Ray Lowe, opened the meeting and thanked Members (approximately 122) for attending.

2. Apologies for Absence:

Apologies were received from Linda and Brian Keech, Janet Warner, Keith Hines, Jean Birch, Wendy Webb, Juli Fowles, Brenda Relf and Debbie Bamber.

3. Approval of the Minutes for AGM 2021:

A copy of the minutes for the 2021 AGM had been previously made available to our members by email, mail or on our website. The Chairman asked if any amendments were needed. There were none. Approval of the minutes was proposed by Anne Surety and seconded by Amanda Lowe. The proposal was carried by a majority show of hands, no objections.

4. Chairman's Report: Ray Lowe:

Welcome to the fifteenth Annual General Meeting of Rayleigh u3a. A week ago, we were not sure that Rayleigh u3a would be continuing but thankfully, due to a last minute plea, we have a member who has volunteered to take over. However, we are still in need of more help on the Committee as a few current members terms are up next year and 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 47 active groups and Paul Reeve, our new Groups Co-ordinator is working on getting some new groups off the ground but we need to keep moving forward.

As u3a members we belong to a movement built on the principles of mutual aid and self-help. Although we may join the u3a in order 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!

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 and are all volunteers who give of their time and expertise.

Amanda Lowe is our Membership Secretary, and she manages the membership renewals each year and with help, the new scanning system that is now in place to record who attends our

monthly meetings. Amanda ensures that our new members are made to feel welcome, and she is supported in this by her excellent team of Welcomers.

Our new Groups Co-ordinator, Paul Reeve, was co-opted onto the Committee in January and has been getting to grips with role. His first focus was to see which groups were still active and who their members were. He is now helping new members and existing ones to find new 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 are doing a great job with the Newsletter. Please do send any items of interest to Sheila, especially if you have photographs too, 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.

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, with varied topics such as Family History, Lawrence of Arabia and in the Autumn, a speaker on Concord with an Afternoon Tea to follow. Our thanks to Val for her on-going dedication to keeping us informed and entertained.

We also have many other Volunteers I must mention - the Meet and Greet team of Linda Osborne, Ann Surety and Alison Yarham; Bob Deeley who transports our technical equipment for the meetings and Laurie Yarham and Ray Osborne who set up and run our sound and visual equipment. Elaine Woodcock is a committee member who helps with the running of the u3a and Jane Reeve was co-opted onto the Committee in January and is standing for Secretary this year. Les Shrubsole, who runs our very popular bookstall, Val Whitehouse who designs our posters and tickets and together with husband Jim, run our very successful Quizzes, and our members who are always ready to help man tables, do refreshments and whatever else is needed. Our thanks go to each and every one of our members who give their time to making our u3a work so well.

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

Finally, I have two important people to thank without whom our u3a would not have run so smoothly and efficiently. Both Wendy Edwards our Treasurer and Debbie Bamber our Secretary, have been in post for 4 years and have to step down from the Committee and their roles this year. Together they have 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!

Gifts were presented to Wendy Edwards (Debbie Bamber being absent) on behalf of Rayleigh u3a to show their appreciation for their hard work. Photographs were taken for the Newsletter.

5. Approval of the Trustees Annual Report for 2021

The Committee have completed and approved a Trustees Annual Report as required by the Charity Commission for our last accounting year – January 2021 to December 2021. It has been circulated to members for approval.

The Trustees Annual Report for 2021 was approved by a majority of votes received.

6. Treasurer's Report – Wendy Edwards:

This is the report for year ending December 2021.

I understand you have all had the opportunity to view the accounts which have been examined and signed off by Jeff Bowen, our accounts examiner.

Thank you, Jeff, for undertaking this role for one final year. This means we need a volunteer to audit the accounts going forward.

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

Our expenditure in 2021 was £4,112.81 more than our income which is explained by the reduced subscription, which didn't cover our fixed expenses namely - National Membership, Beacon, TAM magazine plus the retainer we had to pay to secure the hall for future meetings.

However, the decision to reduce the membership fees was made knowing that we had sufficient funds at the end of 2020 to cover our costs as shown by £11,926.78 still in our accounts.

The Social No.2 Account has worked well for social payments. Thank you to everyone who paid for events via bank transfer. It does make a difference to the Treasurer and hopefully to you.

I would like to say how much I have enjoyed being your Treasurer for the past 4 years but sadly my term of office is at an end.

During my time as Treasurer, I have met so many of you both personally and by telephone which has given me a lot of pleasure. As you know, I do like meeting and talking to people.

I am very sorry to be leaving your Committee. It's been an interesting and rewarding experience working with people who care about our u3a.

All that remains is for me to wish the new Treasurer good luck and of course, I will be there for them in a supportive role as and when required. Thank you

The Treasurer asked if there were any questions and there were none. The Chairman asked for a proposer to approve the Accounts – Stella Lutterloch and seconded by Sheila Farrant. There was a unanimous show of hands, no objections. The Accounts for 2021 were therefore approved.

7. Appointment of Examiner of Accounts for 2022:

The membership present were asked for anyone willing to take on the role for 2022 and Jim Whitehouse offered to do this. He was proposed by Anne Surety and seconded by Jane Reeve. He was unanimously approved by a show of hands, with no objections. Therefore, Jim Whitehouse has been appointed as our Examiner of Accounts.

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 **Treasurer** – by closing date we had not received any nominations, but after a further plea to members, one member has offered to stand. Jill Cann has been proposed by Wendy Edwards and seconded by Debbie Bamber. Jill was approved as Treasurer by a unanimous show of hands – no objections.

For the post of **Secretary**, we had received one nomination – Jane Reeve. She had been proposed by Wendy Edwards and seconded by Val Foley. A short profile was read out in support of Jane's nomination and approval was given by a unanimous show of hands – no objections.

One new Member has been nominated to join the **Committee**: Paul Reeve, who was proposed by Elaine Woodcock and seconded Valerie Skam. A short profile was read out in support of Paul's 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 2022:

The formal part of the meeting was closed at 2.22pm, and our speaker followed.