

Minutes of the Annual General Meeting held at

The Citadel, Woodthorpe Road, Ashford

Thursday, 10<sup>th</sup> November, 2022

**Present:** Joan Gardam (Chairman), Frank Leaver (Vice Chairman), June White (Secretary), Jill Gane (Groups Coordinator), Sylvia Lunn (Membership Secretary), Valerie Matthews (Assistant Membership Secretary), Sue Smith (Minutes Secretary), Mike Mertens (Website Coordinator), Helen Beecham, David Watts, Rikki Rance, Dennis Leeks.

Frank opened by welcoming everyone to our AGM and proceeded to the apologies for absence.

### 1. Apologies for Absence

Lesley O'Malley (Outings Coordinator), Alan Pugh (Side Panels Coordinator), Irene Butcher (Treasurer), Andrea Gill, Angela Gray, Anita Bhabuta, Barbara Topping, Beryl Rowe, Brenda & John Ellaway, Brenda Jennings, Carol Ash, Christine Spencer, Claire Samuel, Daphne & Tony Harman, Denise Keable, Derek & Liz Armstrong, Diana Brown, Dorothy Reoch, Elspeth Scott, Gareth Williams, Geraldine & Robert Hills, Gill Finlay, Gill Whitney, Jane Nash, Jean Koziol, Jenny Hobson, Jo Croxford, Jo Martin, Joan Barratt, Joyce Marshall, Katherine Canfield, Kay Leaver, Krysia Budgen, Kuljit Garcha, Linda Roberts, Liz Newlands, Liz Ward, Mariane Tank, Mary Archer, Marylyn Fuller, Mike & Gill King, Norman & Margaret Samme, Pam Hawken, Pat Brackley, Pat Dixon, Pat Massey, Pauline Ridgway, Pearl Clark, Penny Way, Richard Beresford, Ronnie Went, Sanda Connolly, Sandy Driscoll, Shirley McBreen, Stella Nolder, Steve Keables, Sylvia & Colin Jones, Tan White, Tony & Linda Hester, Trevor & Sue Dickens.

### 2. Minutes of Previous Meeting and Matters Arising

In order to include all our members in the decision making we asked you to vote on the various AGM items beforehand – either by email or by post if members did not use a computer. We considered this to be absolutely essential as those who do not use computers should not be excluded. All the relevant documentation has been emailed and posted out and is also available on our website. Therefore all decisions have been made and I will go through these shortly.

We had a total of 216 replies to our emailed and posted communications and I can report therefore that we had a quorum for the voting. Our constitution requires 20% of our members to be involved in the decision making and this has comfortably been achieved. Thank you to all those who replied by post and email. There were no dissensions thus as I go through the proceedings the outcome in each section will simply be a **nem con**, i.e. "no dissent".

No questions of accuracy or matters arising were notified and the Minutes were thus accepted **nem con**. There were no matters arising.

Frank then handed over to Joan for her Chairman's report.

### 3. Chairman's Annual Report

I have to begin my Review of the Year by recording the sad news of the untimely death of David Beaumont one of our most valuable and loyal Committee members. The Obituary for David written by Frank Leaver appeared in the October edition of Keeping in Touch. The overwhelming response from members has been first of all to send their sympathy and love to Josephine and the family, and then to say how much he was respected for his unstinting hard work for K2, but above all so many mentioned his kind and caring personality. He will indeed be greatly missed.

The three years of my chairmanship have to say the least been very eventful. After getting through the worst of the Covid pandemic, we were hopeful at this time last year that things would gradually return to normal. To a certain extent that has happened. However, nothing is ever straightforward, and whilst many of our groups have returned to their normal activities, and indeed we are delighted that several have grown to be even more

successful, the problem has been getting our Monthly Meetings at the Citadel back to anything like pre-pandemic levels of attendance. Certainly, cautiousness has contributed to many still feeling a reluctance to meet indoors with a large number of people. The situation has of course been exacerbated by the long term road works as a result of the work on the Esso pipeline in Woodthorpe Road making access to the Citadel very difficult.

In order to promote K2 more fully we held a further Drop In Coffee morning in April to encourage new members to join Interest Groups. This was as well received as the previous event in October 2021. A further New Members meeting was held on October 25th.

One of the main improvements we have made to the administration of K2, is that we have bought in to the U3A promoted Beacon system which potentially allows us to manage our membership, finances and organisation of groups on line. Valerie Matthews has been working with Sylvia Lunn and a small Beacon sub-committee to implement the Membership section of the system.

During the year we played our part in the National Tree Planting Scheme when we bought 100 trees in a dedicated U3A plantation near Brecon in Wales. The plantation will have a plaque recording our contribution. We also celebrated the 40th Anniversary of the founding of the U3A movement with a Quiz Night and Fish and Chip Supper organised by Lesley O'Malley and Valerie Matthews. A cake was cut and a great time was had by all.

It has been encouraging to see so many groups not only up and running again, but also doing very well indeed. It is hard to single out specific group leaders, but I do want to mention the members of Fordbridge Bowling Club who have given of their time each Wednesday morning throughout the season, to run a hugely successful Outdoor Bowls group led by our own K2 member John Reeves. Similarly our Bridge group have carried on playing throughout lockdown by using online facilities, arranged very competently by Carol and Dave Crago. Saturday morning coffee at Notcutts organised by Valerie Matthews has given many members on their own (MOTO) a great opportunity to meet up and arrange things to do. Many members have spoken to me about their appreciation of the excellent Outings organised by Lesley O'Malley which were for them not only interesting days out but also a way out of the restrictions created by lockdown. Thank you Lesley and also thanks to all our other hardworking group leaders who are the people that make K2 so special.

My personal thanks are due to each and every member of the committee, and especially to those who like me will be "Sitting Down" at this AGM. Particularly I feel that Jill Gane deserves a huge vote of thanks for her hard work in encouraging the development of new groups, and keeping a handle on all of them, as well as working with Spelthorne Council throughout the Covid epidemic to keep K2 up to date with the situation locally.

At the end of my term of Chairmanship, I can only say that the three years have been both challenging, but also extremely rewarding. It has been a great pleasure for me to meet and get to know so many K2 members, and although I had intended to get to visit more of our excellent Interest groups, the Covid pandemic made that impossible. Nonetheless I am very aware of the warmth and friendliness within K2 and it is something that we should all be proud of. My sincere thanks are due to the members of the amazing committee that have been regular, consistent and committed to keeping K2 running. They have been a wonderful team to work with, and I can even say that I will miss the committee meetings! K2 now has a healthy growing membership and is looking to the future for new members to come up with even more ideas for exciting things to do, and also for some of them to serve as committee members to guide our wonderful organisation into an even more successful future

#### **4. Treasurer's Report**

In Irene's absence, her report was read by Frank.

Our finances are stable but it was decided to return to a fee of £15 for the 12-month period from 1<sup>st</sup> September 2022 to the 31<sup>st</sup> August 2023.

The temporary reduction of £10 for the current year was based upon the recent Lockdown when we were unable to use monies to pay for the hire of the Citadel for monthly meetings and other areas where we were unable to use our funds because of limited social movement.

Up to the end of the financial year of 2021-22 we had about 690 members, an increase of about 90 from about 600 in the previous year.

For every £15 received in membership subscriptions £4 will be paid to the 3<sup>rd</sup> Age Trust in the form of Annual Contributions, previously known as Per Capita fees to fund the overall administration of all U3As. The remaining subscriptions will be used to administer K2 for the coming year

Our financial accounts showed much movement over the financial year because more groups have arranged meetings/events as we get back to normal after the Covid Lockdown. Since March 2022 we have returned to normal meetings at the Citadel.

Our areas of income are membership renewals and any tax returns from HMRC via Giftaid. This income will pay for essential services such as hire of the Citadel, rental of photocopier, postage, newsletters, insurances and other expenses.

We will continue to reclaim tax on the £15.00 current annual subscription for those of you who have signed a Gift Aid Declaration. So, if you pay any income tax at all, and have not yet signed a declaration, please ask Sylvia Lunn or Valerie Matthews our Membership Secretaries for a form. For the current tax year, we received the amount of £740 in refunded income tax which is less than in the previous year of £1,150. This is because there were lower membership figures for the current tax year and fewer members claiming Gift Aid.

Each year I complete a Receipts and Payment Form showing the total amount of money spent and received. This shows the balance of funds in the current account and our COIF charity fund

At 31<sup>st</sup> August 2022 this year the balance of funds was £5,068 in our current account and £10,000 in our charity account. Total amount £15,068 which is less than the £19,994 for year ending 2021. This is because our expenditure was much lower in the year ended 31 August 2021 because of limited social contact.

I also complete a Statement of Assets and Liabilities

#### ASSETS

Assets are where a prepayment has been made for an event in the new account year.

#### LIABILITIES

Liabilities are payments not made to creditors during the current account year because they have not been received during the year. Or it could be deferred income where receipts for an event have been received in the current year for an event in the new financial year.

In addition, some interest groups hold funds in the current bank account, for use by the group on request.

The total amount held in the main bank account for groups was £1,905 at 31/8/22. These funds are a liability as they can be called upon at any time by the groups

Assets are added to the total amount held in the current account and liabilities deducted from the total amount held in the current account.

Our current net worth figure for year ended 31<sup>st</sup> August 2022 was £11,892 just under £4,000 less than the previous year of £15,708.

The main reasons for the lower worth figure are that the Membership subscription was reduced for 2021-22 and expenditure was greater than the previous year as we got back to normal. Our funds still maintain their stability and there is no likelihood that the K2 bank accounts will go into deficit.

The other monies not belonging in the current account year were received as deferred income. These were membership subscriptions of £2,450 for 2022-23 which were received but cannot be included in the "worth" figure for the current year and also monies received for outings for future events held after the end of the current financial year.

Interest rates are still low on our charity savings account but are improving a little because of higher interest rates.

Our accounts have again been independently examined by professional accountants John A Hyde & Co at a cost of £420 incl VAT. The K2 Committee accepted this figure as a reasonable charge for services.

There have been no questions asked and the accounts were accepted **nem con**.

#### 5. Election of Officers and Members of the Committee.

Position	Candidate	Proposer	Secunder
Chairman	Frank Leaver	Theresa Abbott	Nigel Abbott
Vice Chairman	-		
Treasurer	Irene Butcher	Janet Harding	Joan Fox
Secretary	June White	Pauline Connolly	Vanessa Hughes
Membership Secretary	Valerie Matthews	Patsy Holmes	Karen Burt
Assistant Membership Secretary	Sylvia Lunn	Edna Harris	Geraldine Hills
Minutes Secretary	Sue Smith	Jenny Lane	Christine Richardson
Groups Coordinator	Helen Beecham	Heather McIntyre	Catherine Hay
Website Coordinator	Mike Mertens	Jan Robinson	Dick Beresford
Data Protection Officer/Side Panels Coordinator	Alan Pugh	Margaret Samme	Norman Samme
Outings Secretary	Lesley O'Malley	Rikki Rance	Dennis Leeks
Committee Members:	Dennis Leeks	Maureen Meek	Sylvia Vann
	Rikki Rance	Valerie Young	Pauline Shilston
	David Watts	Gaynor Friston	John Reeves

As there were only these nominations they are all elected **nem con**.

#### 6. Appointment of an Independent Examiner for the Accounts.

For a few years now we have used professional accountants to examine our yearly accounts. This has proved to be convenient and economic. The vote is to agree to continue to use a professional accounting firm. This was carried **nem con**.

#### 7. Any Other Business.

No questions or comments were received.

#### 8. Date and Time of next AGM.

The next AGM will be held at the Salvation Army Citadel at 2pm on Thursday November 9<sup>th</sup> 2023.