

Draft 1.

Minutes of the Annual General Meeting held at 2pm on Friday 21st April 2023 in the Chipping Sodbury Town Hall

1. Number of members present.

119

2. Apologies:

Chris & Janita Hills; Brian Day; Marilyn Heffer; Jean Crispin; Janet Stuart; Cherie Hurcombe; Linda McConville; Sue Yallop; Jenny Collett and Linda Broad.

3. Minutes of the 2022 AGM for approval.

Lutie van der Park asked those that had previously voted online or on paper not to vote again in this or in any of the other two votes.

Online vote: 278 approved the 2022 AGM minutes. None against.

Paper vote: 6 approved. 1 abstained. None against

At the AGM: None against.

4. Chair's Annual report 2023 (Pauline Clark):

Executive Committee - May 2022 - April 23

Tony Sarafian, Linda Broad, Jenny Collett, Marian Longley, Marion Phillips, Ann Chandler and Pauline Mulholland joined the executive committee in 2022, joining existing members Binny Fraser, Marilyn Heffer, Jean Crispin, Barry Miller and Pauline Clark.

The officers during the past year were:

Chair: Pauline Clark

Vice-Chair: Pauline Mulholland

Secretary: Tony Sarafian

Treasurer: Marilyn Heffer

Membership

I am pleased to report that our membership held up well throughout the pandemic and at the end of March 2023 we had 1467 members. This represents an increase of 6% on the previous year and 6% on the year before that. All new members are invited to a monthly New Members' Event, giving them an opportunity to meet members of the committee and to find out about our groups and what the u3a has to offer.

Groups

There are currently around 80 active interest groups covering a wide range of activities. Most groups have now resumed their pre-pandemic 'live' meetings with just a few continuing to meet via Zoom. Group Leaders are the backbone of the u3a and we are grateful to them for all their efforts. A few groups have ceased operating while several new groups have started up. Thanks to Binny Fraser and Jenny Collett, our Groups Coordinators, for helping with getting these up and running.

Monthly Speaker Meetings

We have had a full programme of monthly speaker meetings in the Town Hall and these have continued to be popular. Thank you to our Events Coordinator, Barry Miller, for arranging some very interesting talks and to the catering team members led by Pat Fryer who have provided refreshments.

Open Day

We had another successful Open Day in October with most groups represented and many new u3a members signing up on the day. We were able to obtain a grant of £150 from the u3a Trust towards the Open Day costs.

Christmas Concert

After a break of three years, we were able to hold a Christmas Concert in the Town Hall in December. This was a great success. The audience of around 200 members enjoyed performances by the Folk Singers, Playing Music for Fun, Recorders, Poetry for Pleasure, Ukeleles and Shanty Singing groups.

Group Leaders Forum

In March for the first time, we held a Group Leaders Forum. This was well-received with about 60 group representatives and members attending. There were short presentations on Beacon, the website and Facebook followed by a question-and-answer session.

Newsletter, Website and Facebook

Our newsletter is published quarterly and we are grateful to all group leaders and members who contribute to this. In order to save increasing costs of printing and postage, the newsletter is now sent via email and is also published on our website. Printed copies are made available at monthly meetings for those members without an email address. Jean Crispin has been our newsletter editor for the past three years and we must thank her for all her efforts in producing an excellent very professional newsletter each quarter and also for her work in publicising the u3a and its events in the local media.

Our website is the main source of information for both members and prospective members. In November a serious problem occurred when many u3a websites, including our own, were suspended without notice due to problems with the host server. The website was reinstated, but without photographs or documents, several weeks later. Robert Cole, a non-executive committee member, manages our website and our thanks must go to him for all his work in collating missing documentation and reinstating the website.

Our thanks must also go to Mike Hayward who has maintained our Facebook page over the past two years.

Beacon

Beacon is an online management system for u3as which we adopted in 2016. It is a secure system which ensures that we comply with privacy and Data Protection regulations. Most of our Group Leaders now use Beacon to maintain their membership list, send emails and record transactions and most new members now join online through the Beacon system. We must thank Janet Stuart, non-executive committee member, who administers Beacon on our behalf.

Equipment

The purchase of two new items, a laptop and projector, was authorised by the committee and have been added to the inventory. We must thank Lutie van der Park, non-executive committee member, for purchasing the items and also for his technical assistance in mending and updating the existing three laptops so that they can continue to be used effectively.

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Marilyn Heffer, Jean Crispin and I will be leaving the committee this month having completed our three-year term. I would like to say thank you to my fellow officers, executive and non-executive committee members for all their work for the u3a during the past year which has ensured that Yate & Sodbury u3a continues to thrive.

5. Treasurers Report for 2022/23 AGM held on 21st April 2023 (Read by Pauline Clark for Marilyn Heffer).

The accounts were displayed on the screen for all to see.

I am pleased to report that the finances of Yate and Sodbury District u3a are in a sound position as at the end of March 2023. We have a small excess of income over expenditure for the year of £376.12 due to the large increase in the number of members over the year as things recovered from the days of covid.

The balance of nearly £11,500 carried forward to the new year 2023/24 may seem high, but please bear in mind that I am expecting to pay out of the order £10,000 to the Third Age Trust in April 2023 for our Capitation, Beacon Licence Fee, and the cost of posting paper copies of TAM (Third Age Matters) to those members who still wish to receive it. That level of cash flow is required to keep us afloat whilst membership renewals start to come in from the beginning of April each year.

Please let us know if you no longer wish to receive a paper copy of TAM and we will advise the Third Age Trust which will then reduce the amount of money we have to pay for it out of your annual subscriptions.

We have again benefited from a grant of £1,000 from South Gloucestershire Council Members to be used for promoting our organisation in the wider community and encouraging new members to join us. We were also given £150 by the Third Age Trust to assist in organising our Open Day again with aim of attracting new members and encouraging the formation of new groups.

The executive committee have worked hard to keep expenditure to a minimum and Our Speaker finder for our Friday Talks has done a great job getting a variety of good speakers at a reasonable cost.

All this has enabled the Executive to keep the annual subscriptions at £8.00 per member for another year.

I would like to thank Anthony Bourne for agreeing to scrutinise the accounts for me this year.

Finally, I am sorry that I am not able to attend the AGM in person this year but am pleased to leave our finances in the capable hands of my successor Marion Phillips and I'm sure she will be able to answer any questions you might have.

There were no questions.

6. Nominations to Executive Committee 2023

First name	Surname
Linda	Broad
Jenny	Collett
Brian	Day
Binny	Fraser
Marian	Longley
Barry	Miller
Patrick	Mills
Wendy	Morrison-Jones
Pauline	Mullholland
Marion	Phillips
Anthony	Sarafian
Sue	Yallop

Online vote: 281 approved the committee. None against.

Paper vote: 7 approved. None against

At the AGM: None against.

7. Proposal to adopt the new Constitution

Pauline Clark first explained the reason for adopting a new Constitution and the main differences with the old:

You might want to know and understand why we are proposing to adopt a new constitution for the u3a at the AGM in April. By way of explanation, the executive committee of Yate & Sodbury u3a resolved to adopt a new constitution at their meeting on 4th January 2023 to replace the original constitution which was adopted in 2007. They did so on the advice of the Third Age Trust, which is the u3a national body providing legal and administrative support.

In order to adopt a new constitution, clause 16 of the 2007 constitution requires a resolution to be passed by not less than two third of the members present and voting at a General Meeting of the u3a.

The constitution is the u3a's rulebook. It outlines what the charity's purpose is, what the trustees can and can't do and how to manage u3a finances. It is a legal document that the u3a must abide by.

The original constitution was adopted in 2007. Since then, there have been many changes in the way the u3a runs, not least the advent of electronic means of communication, including Zoom meetings and online voting and the proposed new constitution covers these issues.

The new proposed constitution is based on the Trust's latest model constitution which has been agreed with the Trust's lawyers and the Charity Commission. The u3a Trust has advised all u3as to adopt this latest version which contains more detailed guidance for trustees and includes:

- Guidance related to casual committee vacancies
- Proxy voting
- Electronic voting
- Holding Trustee meetings online

Online vote: 281 approved the new Constitution. None against.

Paper vote: 7 approved. None against

At the AGM: None against.

8. Questions and comments from the floor

No questions were raised.

9. Any other business

- i. Jean Crispin sent her good wishes by email to the new committee.
- ii. Tony Sarafian thanked the outgoing members of the committee, Pauline Clark, Jean Crispin and Marilyn Heffer for their commitment and input during their terms of office. He also thanked Lutie van der Park for all his assistance and encouragement.
- iii. Tony Sarafian thanked Brian Petty for his very generous gift of a spare projector for our u3a.

The AGM closed at 2.20 pm.