

The Charnwood u3a

Registered Charity no. 1076107

DRAFT

MINUTES OF ANNUAL GENERAL MEETING HELD VIA ZOOM AT 2.30PM ON 14TH APRIL 2021

1. Welcome and Apologies

Chair Mike Hood welcomed 104 members to the Annual General Meeting. Apologies for absence had been received from 15 members: Jane and Alan Corbett, Christine Cox, Julia Elliot, Roy Faulkner, Susan Griffiths, Rosemary Harris, Martin and Alyson Jones, Anthony and Dilys Payne, Rosalie Peters, Jill Strachan, Sue Meredith-Velado and Sylvia Willimont.

Procedures for speaking and voting were explained and attendees were informed that the meeting would be recorded, then deleted once the minutes were written. Those members who did not wish to be seen on the recording were advised to turn off their video.

2. Minutes of the Annual General Meeting held on 11th March 2020

Correction to Item 5: Annual Accounts and Budget: Append to "All deposits previously made into interest group bank accounts should then go through the Charnwood u3a main account.", the sentence: *All group funds would be ring-fenced for the exclusive use of the group in question.*"

With that addition, on the proposal of Helen Davison and seconded by Andrew Rick, the minutes were accepted with 4 abstentions.

3. Chair's Annual Report

Since the report had been previously circulated, the Chair, Mike Hood, proposed to focus on a number of key issues. The year had been a difficult one, but Zoom had proved invaluable in ensuring that we were able to keep going. Thanks to members' efforts, we had been one of the more active u3as in the Leicestershire and Rutland area, with more than 20 groups able to meet virtually. He hoped that we would soon be able to meet face to face again, but Zoom also offered the possibility of blended meetings for those members unable to attend in person.

It had been a busy year for the Committee, whose work had included a completely new, more user-friendly website and a new newsletter, as well as a (continuing) review of our policies and procedures. Mike thanked Committee members for their work through the year, with particular thanks to Web Manager Tony Westaway and Helen Reid, the editor of "News and Views", for their efforts in ensuring that members are able to keep in touch.

Two Committee members were standing down from Committee: both Graham Cooper and Garry Rigby had completed their term of office, though they had agreed

to continue as Monthly Meeting Speaker Secretary and Membership Secretary respectively. Mike thanked them for their work, along with David Fell, the New Member Liaison Officer, whose efforts to welcome new members had been greatly appreciated.

Mike also thanked Helen Crowhurst and her team, who were stepping down from organising refreshments at Monthly Meetings.

A final and sincere thankyou went to all the members whose support had enabled Charnwood u3a to keep going.

The report was approved, with 97 votes in favour and 2 abstentions, on the proposal of Angela Yeo and seconded by Char March.

Adding to his report, the Chair outlined plans for a Cu3a relaunch event, to take place provisionally on the second Thursday in July and to include a stall on Loughborough market and hire of the lobby area in the Town Hall. The Retention and Recruitment sub-committee had drawn up initial plans, but it was important that as many members as possible be involved in the organisation and running of the event. Mike urged any member who wanted to be involved in any way to contact him and group leaders were asked to pass the message on to their members.

4. Treasurer's Report, Annual Accounts for the year ended December 2020 and Budget for 2021

Repeating the Chair's observation that 2020 had been a difficult year, Treasurer Bob Pyatt added that it had also been 'a year of seismic change', especially for group leaders, whom Bob thanked for their cooperation in complying with Third Age Trust requirements to close group bank accounts and transfer their funds to the Cu3a central account. He emphasized that groups were still able to keep their cash funds, though he advised that they be kept to a minimum, and stressed again that all group funds transferred to the central fund would be ring-fenced for the sole use of the group.

Bob drew members' attention to the fact that the subscription remained at £15, with a discount of 50% for 2021-2. He explained that the subscription was mainly taken up with the capitation fee and other charges from the Third Age Trust. This meant that at the present time we were drawing on our reserves, a situation which could not continue indefinitely and the Committee would endeavour to keep costs to a minimum. During the next two years some capital items might need renewing, necessitating an increase in member subscriptions.

Since writing the report, Bob had received notification of HSBC's proposal to move completely to digital banking. While the implications were not yet clear, he understood that this change was due to take place in July 2021. While it would still be possible to visit the branch to make deposits by cheque, the counters would not be staffed. Bob hoped that there would be few problems. Our other bank, Unity Trust, accepts payments either by post, for which Bob could supply paying-in slips, or via the Nat West bank. He encouraged group leaders to contact him if they needed any assistance.

Bob finished his report by thanking all members and group leaders for their cooperation over the year.

2020-21 Accounts

The Treasurer highlighted the drop in receipts and payments over the year, partly because normal meetings had been suspended. He did not wish to highlight any particular issue, except that we had central reserves of almost £17,000, which we would continue to need to draw on.

2021-2 Budget

The Treasurer informed the meeting that he had allowed for an expenditure of £16,300. At present the available funds were £16,900. However, given the inevitable unknowns in budget prediction, he had been generous in allocating funds to some areas. In response to a question, Bob agreed that expenditure had been saved on room hire over the year. He pointed out, as an example, that he had allowed £1000 pounds for central meetings over the year, which was likely to be an over-estimate.

The Treasurer's report was approved, with 100 votes for, one against and two abstentions, on the proposal of Patricia Drake and seconded by Char March.

The Accounts for 2020-21 were approved, with 96 votes in favour and 4 abstentions, on the proposal of Diana Harvey and seconded by Pauline May.

The 2021-2 Budget was approved, with 93 votes in favour and 3 abstentions, on the proposal of Beverly Gillman and seconded by Char March.

5. Appointment of Independent Examiner for the accounts

The Chair informed the meeting that the accounts for 2020-21 had not yet been approved. Cound and Co, appointed after the last AGM, had almost completed their examination. A proposal by Helen Reid and seconded by Patricia Drake, that we use the same company as independent examiner for our 2021-22 accounts was passed, with 97 votes in favour and 2 abstentions.

6. Proposals for changes to the Cu3a Constitution

The Chair presented four changes to the Constitution proposed by the Committee and seconded by Lynne Cox. A majority of two-thirds of those present was necessary to approve the changes.

- a. To change 'Chairman' to 'Chair' throughout.

Approved, with 83 votes in favour (including 5 postal votes), 10 against and 13 abstentions.

- b. To change U3A to u3a throughout, to conform to the new logo of the national organisation.

Approved, with 77 votes in favour (of which 4 were postal votes), 21 against (including 2 postal votes) and 10 abstentions.

- c. (To comply with u3a rules) to amend clause 4.7 to read: 'The Trustees of the u3a shall be the officers and the ordinary elected *and co-opted* members of the Committee.'

Approved with 94 votes in favour (including four postal votes), 2 against and 6 abstentions (including 2 postal votes).

- d. For the purpose of clarification, to amend clause 6.3 to read: *The Annual Report and Accounts will be presented at the following Annual General Meeting.*

Approved with 95 votes in favour (including 5 postal votes), one against and 5 abstentions (including 2 postal votes).

7. Membership Subscriptions

Because this item was included in and voted on as part of item 4, an additional vote was no longer necessary.

8. Provision of refreshments for monthly meetings

Patricia Drake offered to organise refreshments for monthly meetings when they recommence. The Chair thanked her and reminded members of the need for a rota of helpers.

9. Election of Officers and Committee Members.

Three Committee members had reached the end of their term of office: Bob Pyatt, Treasurer, Tony Westaway and Phil Bass. All were prepared to continue, as permitted under the Constitution. In addition, Sue Ronald had been proposed as a new Committee member by Mike Hood and seconded by Pam Upton. All were approved, with 91 votes in favour and none against.

10. A.O.B.

1. Graham Cooper reinforced the Chair's request for volunteers to help organise the relaunch event in July.
2. Char March gave a vote of thanks to all the members, group leaders and Committee members for providing 'a fantastic source of networking and friendship'. She commended especially the new website, which had been particularly important during lockdown.

The meeting concluded on a round of applause at 15.27

