

# Welwyn Hatfield U3A

## AGM

Held at Ludwick Family Club on March 14<sup>th</sup> 2018

<b>1</b>	<b>Apologies</b> Susan Norris and Jill McKinnon	<b>ACTION</b>
<b>2</b>	<b>Minutes of 2017 AGM</b> Minutes accepted and signed	
<b>3</b>	<b>Matters Arising</b> a) Update of charges for the hall – see Jean Mackie’s report	
<b>4</b>	<b>Chairman’s report – Jean Mackie</b> How quickly the time passes! Here we are again with spring on the way and another successful year for Welwyn Hatfield U3A. Weekly meetings have continued to provide members with a wide and stimulating series of talks covering topics such as Neville Chamberlain, nursery rhymes, the great cannabis con and the gunpowder plot. I always find that I learn something new each week, although the challenge is remembering it all! Our study groups continue to be well supported and provide a wealth of opportunities to learn from each other-one of the fundamental aims of the U3A. We are also lucky with the number of fascinating trips, at home and abroad, that members kindly organise for us. We celebrated our 30 <sup>th</sup> year with a themed garden party quiz and photography competition along with several wonderful cakes baked by David Banks, a stalwart member of the U3A, now in his nineties! Photographs and details of the event were published in both the Welwyn Hatfield Times and Third Age Matters. Our long-established Christmas lunch was another success with plenty of good food, fun and laughter. Tony Tutton has been particularly busy this year, taking on both a quizmaster role and providing us with 2 great evenings of ‘60s’ music. These have proved very popular and look to be a permanent feature on our yearly calendar. The issue of charges for previously free council venues is ongoing. As you know we thought that we would be paying rent for these venues from last April and so our subscriptions were raised from last January to cover this. I have been in regular contact with the council representative and she assures me that fees will definitely be introduced in due course but not until all of the health and safety issues have been addressed. We did not anticipate this long delay but the committee will continue to monitor the situation. As this is my last report as Chair I must once again express my heartfelt thanks to the committee for all their support and hard work to ensure the smooth running of this vibrant U3A. Ann Davies has been a wonderful Vice Chair, always at hand to help out with the Chair’s duties. She is due to step down this year but will continue to act as Groups Co-ordinator. Last year I also paid tribute to those members who help to make Wednesday mornings such a success. To show our appreciation, the committee recently held a special afternoon to thank everyone involved along with those who also help out with other events and tasks during the year. In total, over 60 people were invited and just under 50 attended. We challenged everyone to say what they like about our U3A and to give suggestions to make it even better. There was plenty of really positive feedback and some good ideas for improvements too. For example, we	

	<p>investigated the needs of those members who are hard of hearing and purchased some additional aids to support them. It is an issue we are continually aware of. I am amazed at just how many people give up their time to support our U3A but, of course, the organisation is only as good as those members who play an active role in sustaining it. We can always do with more support to spread the load, especially on Wednesday mornings. For example, I'm still looking for someone to set up the computer, so if you feel you can help, don't be shy and come and see me!</p> <p>May I finish by saying what a privilege it has been to act as your Chair over the last two years. It has been a real pleasure and I've met so many new people and made lots of new friends. I wish you all the very best for the future and hope to continue to meet up in various U3A activities.</p>	
<b>5</b>	<p><b>Treasurer's report Judy Grant</b></p> <p>You can see from the Income, Expenditure and Balance sheets this has been a good year financially. This is a result of our subscription increase and so we have covered our costs and ended up with a surplus of £10,583.41. We also have a reserve in the bank of £4,430.41.</p> <p>Until this year we have only had to submit our Income and Expenditure totals to the Charity commission. However now that our income is more than £25,000 we must submit our accounts. Page 1 is the Charity Commission's proforma, which our Examiner has completed, so that is why the sheets in front of you are labelled Page 2 and Page 3.</p> <p>Income:</p> <p>Receipts from subscriptions have risen as our membership increases. Gift Aid is a great benefit to our finances, so many thanks to all those who signed the form. We received £3,748.84 Gift Aid for the tax year 2016-2017.</p> <p>Expenditure:</p> <p>Rental costs for the Wednesday meetings and for the 6 groups that meet in rented accommodation are a significant expenditure. £3,948.50 for the 6 Groups in 2017. David Cushen has become my assistant and since January of this year he is dealing with rental payments for group meetings. Thank you David.</p> <p>We pay £3.50 for each full member to Head Office each year. Which covers items such as insurance, the magazine, general admin, setting up new groups etc</p> <p>Assets:</p> <p>We have bought a second Radio Mike System for £661.94. So we now have a system at each venue.</p> <p>I would like to thank Arseven Gumush, the previous Treasurer. He continues to support me and has produced the financial results. I would also like to thank Mrs Amanda Taylor FCMA, who has acted as the Examiner of these accounts.</p> <p>The acceptance of these accounts were proposed by Roger Swaine  Seconded by Hazel Bell  Accepted with a majority vote with no objections</p>	
<b>6</b>	<p><b>Member secretary's report – Suzanne Brown</b></p> <p>Another active year to report, with 87 new members joining us during 2017, which is about 23% less than last year, however since January, 28 people have joined, slightly up on this time last year.</p> <p>2017 was a particularly difficult year for the committee, particularly the Treasurer and myself, chasing the 287 outstanding subscriptions following the change in our subscription rate, took an inordinate amount of time. The Treasurer also had the task of refunding 54 members who had paid both £16 &amp; £30 for their subs. Following numerous emails, letters and phone calls 121 people were removed from our membership, so together with those who resigned or sadly died, there was a total of</p>	

	<p>168 who left our membership during the year. As a result our membership is 12% down on last year, currently 768 compared to 876 this time last year. This exercise has brought to light a number of things; the most important of which I think is, to check your bank statements to make sure Standing Orders are not going from your bank to organisations you no longer belong to ...</p> <p>We have 19 Associate members, these are members who belong to another U3A group as well as Welwyn Hatfield and amazingly 27 Honorary members, that is members who are over 90, we have had 5 more members reach their 90<sup>th</sup> this year ! Being an Honorary Member of course means you no longer pay subscriptions. Please may I remind you to let the Membership Secretary know should your personal details change, it is important to have your up-to-date details so you can be contacted and to ensure that you receive your copy of the Third Age Matters magazine, sent out to you by The Third Age Trust.</p> <p>Thank you to all those who have remembered to let me have their new addresses, phone numbers or email addresses, it is a great help.</p> <p>Judy and I are currently working through reconciling the 2018 subscriptions. Currently have: 23 members who have paid only £16 instead of £30, and 40 who have paid no subs at all for 2018</p> <p>All these people have been contacted, we're awaiting responses, so fingers crossed this shouldn't be the daunting task it was last year.</p> <p>There are a number of members who've paid £16 and £30, so again Judy will be organising refunds. Unfortunately many of these payments seem to be as a result of bank errors, like the member who paid £335 subscription, fortunately the bank didn't include the 1 at the beginning of the membership number, which is obviously what they'd muddled up.</p> <p>However, the more difficult task we have currently is trying to contact the people who have left, that is, have been removed from our database, as we previously have had no response to our communications, but they have continued to pay £16.00 in 2018, hence my comment before about checking your bank statements.</p> <p>Should you be unsure whether your subscription SO is set up correctly I would urge you to check with your bank.</p> <p>Our thanks to the majority of you who have paid your £30 subscriptions on time, well done, you're all gold star members as far as I am concerned.</p> <p>Thank you for your attention.</p>	
7	<p><b>Group Co-ordinator's report – Ann Davies</b></p> <p>There have been a few changes of group leader during the year and once again each group has worked out a solution among themselves so no group has had to close. I would like to emphasise that we must all cooperate within our groups so that the responsibility for running the group is shared. There was a really high attendance at the Art and Photography exhibition last November and we hope for equally good support for the Meet the Groups in two weeks time here on the 28th March.</p> <p>On behalf of us all, I would personally like to thank our wonderful group leaders for their efforts as we all owe a debt of gratitude to them. The groups would not be able to continue without their commitment. Please be willing to ask if you can help in any way as, after all, the aim of the U3A movement is to make lifelong learning a possibility for all of us through sharing our knowledge and skills as well as chatting over cups of tea or coffee!</p>	
8	<p><b>Programme Secretary's report – Bharati Chauhan</b></p> <p>Currently we have three members in our team, that is including myself. Jill McKinnon</p>	

	<p>has shown interest in joining the Speaker Team, however, she will confirm this on her return from her holidays.</p> <p>We have been a very successful and hardworking team and have managed to get some very good speakers for our members thus far this year. I would like to thank my team for their hard work and dedication.</p> <p>Feedback received from many members on how good the Speakers are has been very encouraging and also we do get lots of our members passing on details of Speakers they have heard at other groups, etc.</p> <p>We could do with help of one other member on our team, even if it is only to meet and greet the speaker.</p>	
<b>9</b>	<p><b>Appointment of examiner of the accounts</b></p> <p>Judy Grant informed us that at present no one no one is able to be appointed at present.</p>	<b>JG</b>
<b>10</b>	<p><b>Amendments to the Constitution</b></p> <p>Jean Mackie gave a brief history of U3A and as we are a charity we have to follow their guidelines. Charity Commission have been working with U3A Trust and the Trust recommend the change to Clause 3 Objects</p> <p>At present the Objects of the Welwyn HatfieldU3A stated in the Constitution are as follows:</p> <p>(i) To advance the education of the public and in particular the education of older people no longer in full time gainful employment in Welwyn Garden City, Hatfield and the surrounding locality.</p> <p>The proposal is that we adopt the Object Clause as agreed between The Third Age Trust and The Charity Commission. This would change our Object Clause to read as follows</p> <p>Clause 3 OBJECT</p> <p>The object of Welwyn and HatfieldU3A is to the advancement of education and in particular, the education of older people and those who are retired from full time work,by all means including associated activities conducive to learning and personal development.</p> <p>The Committee recommended that we adopt the proposed amendment recommended by The U3A Trust</p> <p>Proposed by Roger Swaine</p> <p>Seconded by Mike Dorrington, passed by a majority vote with no objections</p> <p>b) Clause 6 THE COMMITTEE</p> <p>(II) The Committee</p> <p>Shall consist of not less than5 and not more than 14 being</p> <p>A) The Honorary officers specified in the preceding sub- clause</p> <p>B) Not less than 1 and not more than10 members elected at the AGM who shall hold office from conclusion of that meeting</p> <p>This amendment was proposed by Dennis Edwards</p> <p>Seconded by Elaine Evans, passed by with a majority vote with no objections</p>	
<b>11</b>	<p><b>Appointment of officers</b></p> <p>Chairperson – Suzanne Brown nominated by Marie Scales</p> <p>Seconded by Marion Sklar</p> <p>Duly elected</p> <p>Vice Chair – Ann Davies willing to remain in post for further year as we had not received any nominations for this post</p>	

	<p>Treasurer Judy Grant is willing to continue in this post  Secretary – Marie Scales is willing to continue in this post  Proposed by Elaine Evans  Seconded by Jean Davis  - The above were duly elected</p>	
<b>12</b>	<p><b>Appointment of Committee</b>  Jillian Longman Nominated by Hazel Bell  Seconded by Peter Fox  Duly Elected  Bharati Chauhan( was co-opted on to the committee during 2017) Nominated by Corrie Godfrey  Seconded by Mike Dorrington  Duly elected  David Cushen ( was co-opted on to the committee during 2017 Nominated by Mike Dorrington  Seconded by Corrie Godfrey  The above were duly elected  The following committee members are willing to continue to stand for 2018  Peter Fox, Gill McKinnon, Tony Tutton, Roger Swaine and Hazel Bell  Proposed by Marion Sklar  Seconded by Jean Davis  The above were duly elected</p>	
<b>13</b>	<p><b>Any other business</b></p> <ol style="list-style-type: none"> <li>1. Question raised by several members was regarding those who continue to pay £16.00 and The Committee have tried to contact them by email , letter and phone calls. JG and SB explained that these payments will be recorded as donations.</li> <li>2. Question raised by two members re our insurance <ol style="list-style-type: none"> <li>(a) what type of insurance and the amount of cover – JG informed the members that it was Public Liability.</li> <li>(b)the cover was for £500000. AD reminded us all of the importance of the registers for the study groups, as this effects the insurance.</li> </ol> </li> <li>3. One member asked a question re Health and Safety and whether risk assessments were undertaken. JM informed the meeting that Risk Assessments were undertaken when they were required.  As there was no further business the meeting closed at 11.25</li> </ol>	