

Havant u3a

Minutes of the Twelfth Annual General Meeting which took place at the Bedhampton Community Centre starting at 2:00 pm on Thursday 19th September 2024.

Present: The AGM was attended by 96 members. Apologies were received from Carol Cooper.

1 Welcome. Elizabeth Jorge welcomed everyone to the 12th Annual General Meeting of Havant u3a.

2 Minutes of the 11th AGM, which took place on 21st September 2023 had been circulated prior to the meeting. The minutes were adopted as drawn (proposed by Christopher Evans and seconded by Sandra Howells).

3 Chair's Report – Elizabeth Jorge.

Havant u3a continues to thrive and grow thanks to the dedication and hard work of our Committee, group conveners and other volunteers that selflessly give their time to help with its operation.

However, 2024 has been a challenging year for the Committee, due to the illness of four of its members. Yet, their professionalism and resourcefulness have ensured that the Committee has continued to function nearly as normal. My special thanks go to them for their amazing efforts.

a. Membership Trends

Our membership for 2023/24 has grown by only 3% from 310 to 320 members. Although many new members joined in 2023/24 a significant proportion did not renew their membership. Special attention will be paid in 2024/25 to improve retention and recruitment.

Havant u3a Membership Trends 2021-2024

Membership Type	2021	2022	2023	2024
Full	233	267	279	297
Associate	15	11	31	23
Total	248	278	310	320

b. Subscription Fees

Despite rising costs, we will be able to maintain our subscription fees at last year's rates: £18 for Full membership and £12 for Associate members.

c. Groups

Bob Child, our capable Groups Coordinator, is retiring and the Committee would like to extend its gratitude for his incredible efforts in coordinating our groups over the past four years. We welcome Jean Munday, who will be taking over his duties.

A big thank you to our group conveners as they put so much time and effort into running our groups. The success of Havant u3a is largely due to them.

Our special thanks to Geoff Worthington who has led the Wine Appreciation Group for the past 11 years. This is one of our most successful groups, yet we have not found a replacement for Geoff. We will continue to search for a new convener.

d. Monthly Talks

Our monthly talks programme under John West's leadership has continued to stimulate, educate and entertain us through a wide variety of topics. John's choice of speakers has been well received with increased attendance at monthly meetings.

e. Special Events

Talks by senior personalities in 2023/24 included a talk by Captain Stuart Borland about his experience in Afghanistan. This year's AGM will feature a special talk by Col. Chris Davies, former Royal Marines Principal Director of Music.

f. Social Events

Our Social Sub-Committee continues to work tirelessly to ensure our regular social events are interesting, value for money and, run smoothly.

At our Christmas Party we were entertained by the Folks in Harmony Choir and at our Summer Party by the Aziza Egyptian Dance Group. Both were well received.

A Volunteers Tea Party was held at the Baffin's MRFC Waterside Club and Bar to express our thanks to our enthusiastic volunteers that lead our interest groups, front of house services, the Committee and many others that help behind the scenes. Our thanks to Bob Child for organising the party.

Additionally, two successful Quiz nights were led by Martin Owen and Peter Newman.

g. Outings

Val Worthington has delighted us with 3 excellent coach trips this year, all very well subscribed. We visited Winchester, Hampton Court Palace and Stourhead Gardens.

We are indebted to Val for her efforts and look forward to her exciting outings choices in 2024/25.

h. Community Events

We continue to participate in local Community Events to promote Havant u3a and recruit new members. This year we participated in the Bedhampton Show and the Manor Fair.

i. Havant u3a Week

For a week in September, we are opening our doors to the public to showcase some of our most popular activities. This **u3a week** will run from September 18th to 27th, offering free access to talks, learning events, a bus trip, and walks to highlight the joy of lifelong learning, promote Havant u3a and recruit new members. If successful, we will continue this event in the following years.

j. Website

Major changes to u3a websites are underway nationwide and we hope to migrate our current Site Builder website to the new SiteWorks late 2024. Our webmaster, Geoff Worthington and his assistant Peter Mumford, are undergoing training to meet this deadline.

k. Conclusion

Despite the challenges faced this year, Havant u3a has continued to grow and provide valuable experiences for its members. Our dedicated volunteers and Committee members have ensured the smooth running of our activities, and we look forward to further growth and success in the coming year.

Thank you to our members for their continued support and I look forward to welcoming them again in 2024/25.

Peter Newman asked the members present to show their appreciation for the considerable effort put in by Elizabeth over the year.

4 Financial Report by the Treasurer

Margaret Stanger read her report:

Our twelfth-year membership rose to 320. The main source of income was 2023/24 subscriptions, and the gift aid recovered from the previous year. Group members covered their group expenses as the groups are self-supporting. Attendees covered the cost of their events and trips. Regular expenditure was capitation payments to the U3A Trust, magazine mailing costs, licences, publicity, equipment, and the cost of monthly meetings.

We are £755.03 up on last year and the social activities mostly broke even or better.

At the financial year end (31st July 2024), the total balance held was £5789.11. £998.54 of this balance is the social activities fund and a further £1324.45 has been rolled over from last year by the activity groups and is ring fenced for them. We now have reserves of £3466.12.

Membership fees

The Committee have reviewed income and expected expenditure and will review it again next year. We are happy to announce that our membership subscription for 2024/25 remains at £18 for full members and £12 for associate members.

Thanks

I would like to thank to the volunteers who helped me run events and record payments. I could not have done the job without you. My thanks to everyone for their help and support, we are getting more bank transfers each year and fewer cheques and less cash – it makes it so much easier for me to have a better audit trail and less banking.

Reserves Policy

The Executive Committee have set a policy to maintain a balance on “unrestricted funds” (if possible) that equates to twelve months of operational costs. The surplus will allow Havant U3A to honour its obligations even if the membership was severely reduced and some of the existing groups folded. Havant U3A would still have to pay speakers, capitation, hall hire, expenses, U3A News, licences, equipment maintenance and carry a working float.

Risk Assessments

Risk assessments continue to be undertaken to identify major risks and appropriate procedures are put in place to manage those risks and minimise their impact. The committee and convenors have taken on board advice from the Government and the Third Age Trust to minimise risk.

The accounts statement was approved without comment by the meeting (proposed by Gillian Pesketh and seconded by Ann Cutler).

5 Election of Officers: Chairman, Secretary and Treasurer

The Chair explained that the Constitution of the Havant u3a requires all officers and members of the committee to resign at the end of the year and to seek re-election if they are eligible under the rules. Elizabeth asked John West to conduct the election of the Chair, Secretary and Treasurer positions and Elizabeth Jorge conducted the election of the other committee positions. No nominations for the committee had been received save for those already serving on the existing committee. The following nominations had been received prior to the meeting.

Post	Candidate	Proposer	Seconder
Chair	Elizabeth Jorge	John Worley	Miriam Norris
Secretary	Peter Newman	Jenny Bishop	Robert van Westarp.
Treasurer	Margaret Stanger	Lorna Clarke	Jill van Westarp

The meeting voted to accept unanimously all three nominations and they were duly elected.

6 Election of other Committee members. The following nominations had been received before the meeting.

Post	Candidate	Proposer	Seconder
Committee	Tom Hudson	Ken Arkell	Marilyn Hoad
Committee	Jean Munday	Sharon Holden	Antionette Bates
Committee	Carol Cooper	Valerie Pither	Christine Webb
Committee	John West	Denise Bennett	Peter Hellowell
Committee	Alison White	Ann Cutler	Jan Jenkins
Committee	Fran McQueen	Janet Wright	Helen Stevens
Committee	Martin Owen	Alison Coleshill	Linda Bird
Committee	Geoff Worthington	Janice Denham	Teresa Flowers

The meeting voted unanimously to accept all 8 of the nominations and they were duly elected.

7 Any Other Business

There was no other business.

The meeting closed at 2:16 pm

Havant U3A

Registered Charity 1188205

Annual Accounts 2023-24

Summary statement

<u>Last Year</u>			£	£
<u>INCOME</u>				
4,425.00	MEMBERSHIP SUBSCRIPTIONS		5,522.00	
0.00	VISITORS FEES		0.00	
9,715.10	GROUP PAYMENTS - BUILDING HIRE		7,170.50	
0.00	BANK INTEREST		0.00	
0.00	INVESTMENT INTEREST		0.00	
1.00	DONATIONS / GRANTS		4.00	
5,029.50	ACTIVITIES / TRIPS		7,328.00	
1,883.00	PARTIES		780.00	
673.00	GROUP PAYMENTS - SPEAKERS & ACTIVITIES		30.00	
486.05	TAX RECOVERED		548.31	
17.00	OTHER INCOME		184.00	
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22,229.65				21,566.81
<u>EXPENDITURE</u>				
1901.20	U3A TRUST MEMBERSHIP CAPITATION		1,894.66	
909.50	MONTHLY GENERAL MEETING HALL HIRE		872.15	
3709.20	GROUPS - HIRE OF BUILDINGS		3,207.20	
3800.00	LINE DANCE TUTOR		3,900.00	
1940.00	TAI CHI TUTOR		14.40	
0.00	INSURANCE		0.00	
589.60	U3A NEWS DIRECT MAIL		0.00	
678.30	CONVENERS SUMMER MEETING		480.00	
4885.35	ACTIVITIES / TRIPS		7,283.98	
1616.63	PARTIES		770.19	
566.08	GROUPS - SPEAKERS & ACTIVITIES		386.60	
294.00	BEACON LICENCE		298.00	
108.00	DOMAIN LICENCE		85.20	
71.95	ZOOM LICENCE/SUMUP		26.31	
244.36	STATIONERY / PHOTOCOPYING / Ldr Exps		376.86	
141.17	EQUIPMENT		196.96	
75.59	TEAS / REFRESHMENTS		91.47	
779.00	SPEAKER EXPENSES (GENERAL MEETINGS)		743.80	
65.30	OTHER EXPENDITURE		184.00	
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22,375.23				20,811.78
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				755.03
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5,164.66	Balance Brought forward from previous year			5,034.08
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5,034.08	Balances carried forward			5,789.11
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<u>Brought Forward</u>		<u>Analysis of funds</u>		
4,089.37	General Fund		4,790.57	
944.71	Social / Activities Fund		998.54	
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5,019.08			5,789.11	
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				includes £64 cash float

Approved by the Trustees on

and signed on their behalf by

Chairman

Treasurer