

WEST WILTS U3A

ANNUAL GENERAL MEETING

Held on Wednesday 20 March 2019 at St James' Church Hall

PRESENT: Glyn Evans (Chairman), Diane Ramsay-Arthur (Treasurer)
Pam Pepler (Secretary), Kate Winfield (Assistant Treasurer),
Jean Stanford, Yvonne Doonan, Pete Gillam, Bob Gilbert,
John Marsden, Jane Potter, David Landeryou, Lesley Povey

There were 105 members signed in.

1. Glyn declared the meeting open at 2.00 p.m. and welcomed everyone.
2. **Apologies:** Beryl Baggs, Dylis Beckett, Pamela Gabell, Wendy Ladd, Tony and Gaynor Bevan, Stuart McGee, Liz and Rob Summerson, John and Chris Brunning, John and Anne Ambler

3. Minutes of the AGM held on Wednesday 21 March 2018

Prior to the meeting, all documents had been made accessible to members on the U3A website. Glyn allowed time for members to read the hard copies provided at the meeting before asking for any comments.

4. Approval of Minutes of AGM

There were no questions and the minutes were therefore accepted and signed as a true record.

Proposed: Ray Fox Seconded: Jean Stanford
Carried unanimously with no abstentions.

5. **Chairman's Report:** On behalf of the membership, Glyn thanked all Group Leaders and Committee Members as well as the unsung heroes at the monthly meetings who help with refreshments, putting out chairs, running the raffle, etc. Their hard work and dedication contributed towards what had been another successful year for West Wilts U3A. Thank you!

The breadth of our activities had grown substantially during the year with the formation of a number of new groups the latest of which are Whist and Cryptic Crosswords, with more in the pipeline. Unfortunately, due to the closure of Melksham Sports Centre, the Badminton group has had to disband.

On the trips front, once more there have been many interesting and

exciting visits as well as theatre trips. Our thanks go to Jean and Diane and the trips sub-committee for their tireless organisation.

On the administration front, the new computerised management system, BEACON, is now in full use and is available to any group leader who would like to use it to help with the administration of his/her group. Tuition is available for new users and Glyn said he would be happy to attend any group meeting to explain to members exactly what is available and how the system can be used. Our regular Newsmails are now sent out using Beacon. However, Glyn reminded members that any system is only as good as the information in it and he urged everyone to notify any change of address, email or phone number.

Unfortunately Pete Gillam is due to step down this year after 6 years in office. However, he has agreed to continue circulating the Newsmails. On behalf of the committee and the whole membership Glyn thanked Pete for the service he has given and a presentation was made in recognition of this.

Voting for committee members would take place later in the agenda but Glyn said it was important to point out that Diane Ramsey-Arthur, our current Treasurer, would be stepping down at the end of the year necessitating appointment of a replacement. This is an Executive Committee position and the U3A cannot exist without someone fulfilling this role. Diane will be available to explain how our Finance practices work to assist any prospective volunteer.

Over the 29 years since the formation of our U3A we have grown substantially with a turnover amounting to around £50,000 pa. But, more importantly, the legislative framework has changed and a policy has been produced to satisfy our obligations under the revised Data Protection Legislation (GDPR) that came into effect in May last year. Added to this, are a number of recent reports indicating the lack of governance by the trustees of some very high-profile charities. This has resulted in the shining of a spotlight on the governance of charitable organisations. The committee has, therefore, produced a policy on financial control to ensure compliance with the requirements for good governance

The Charity Commission had also pointed out that, due to the nature of our activities, we are required to make amendments to our Constitution. This would be discussed and voted on later in the meeting.

Meanwhile, Glyn reiterated his belief that the U3A is a fantastic organisation and expressed his hope that everyone will continue to enjoy membership for many years to come.

He concluded by making the perennial plea for volunteers – in particular a new Equipment Officer is required. Also, because West Wilts U3A will be celebrating its 30 Year Anniversary this year, Glyn requested suggestions for marking this milestone.

- 6. Treasurer's Report:** Copies of the Annual Accounts for the year ending December 2018, which had been checked and signed, are available on the West Wilts U3A website. Hard copies had been made available for the meeting. (*Copy held with minutes*).

Diane stated that the General Account held with the Co-op was closed in May 2018. All monies, including Membership Fees paid in after last year's AGM, had been transferred to the Barclays General Account by the closure date.

If members have not updated their standing order details to the Barclays Account their payment will be returned. Barclays General Account details have been included in this year's membership renewal forms.

With regard to Gift Aid, Diane referred to her statement in the Spring Newsletter. If one partner pays membership fees for their spouse or partner, a claim can only be made in respect of the person who signs the cheque. Consequently, each person who wishes to allow us to claim Gift Aid must complete his/her own form and make a separate payment, otherwise payment for any spouse/partner is regarded as a gift to that person

Gift Aid has been claimed for 2016 and Diane is currently working on the 2017 information.

Diane thanked Kate for all her support during the year, particularly with the many financial changes currently taking place, and stressed how much easier this had made Diane's job as Treasurer.

With this, Diane concluded her report.

Glyn stated that there was no requirement to vote on the accounts but requested any comments/questions. Dennis Drewett asked about the £11.50 membership fees mentioned in the Budget and Glyn confirmed that this refers to members who belong to more than one U3A.

Glyn also explained the reason for introducing an Annual Budget which details our income and shows all items of individual expenditure.

- 7. Appointment of External Examiner for West Wilts U3A Accounts**

Currently this role is held by Graham Brown.

Glyn asked whether everyone was happy for Mr Brown to continue and this was carried unanimously with no abstentions.

8. Election of Chairman and Deputy Chairman

Bob Gilbert thanked Glyn for his hard work as Chairman and, in the absence of any other nominations, proposed that he be re-elected, seconded by Dennis Drewett.

Carried unanimously with no abstentions.

Glyn then thanked Bob for his support during the year and in the absence of any other nominations, proposed he be re-elected as Deputy Chairman, seconded by ???

Carried unanimously with no abstentions.

9. Election of Treasurer

Glyn again thanked Diane for her hard work as Treasurer and in the absence of any other nominations, proposed she be re-elected.

Seconded by ???

Carried unanimously with no abstentions.

10. Election of Committee Members

Glyn reported that, apart from Pete Gillam, all committee members had been nominated to stand again. In the absence of any other nominees he proposed that Kate Winfield, Pam Pepler, Lesley Povey, John Marsden, Jean Stanford, Yvonne Doonan, Stuart McGee and Jane Potter be re-elected.

There is one vacancy.

Proposed: Glyn Evans Seconded: Ray Fox

Carried unanimously with no abstentions.

11. Amendment to Charitable Purpose section of West Wilts U3A Constitution as recommended by the Charities Commission

Glyn explained that over the years, many U3As have introduced new groups that do not exactly conform to the definition of academic learning and could more accurately be described as personal development. In order to avoid breaching the rules of the Charities Commission, the Third Age Trust has agreed to change the wording of the objects section of the model constitution. This has been accepted by the Commission and the new wording was presented to and accepted by the membership of TAT at an EGM held on 21 March 2018. This coincided with our AGM and meant we were unable to send a representative.

Glyn took the opportunity of proposing two other changes. He proposed changing the quorum for:

15 Special General Meeting Change from 205 members to 20% of membership;

16(iv) Change from 70 members to 10% of membership.

Proposed: Dennis Drewett Seconded: Marion ???

Carried unanimously with no abstentions.

12. Any Other Business

There being no other business, the meeting closed at 2.35 p.m.
and was followed by a talk, "Life in Kano 1968", given by Dickon Povey.

Date of Next Meeting: Wednesday 18 March 2020

Signed:

Date: