

**MINUTES OF THE EXTRAORDINARY GENERAL MEETING
HELD ON 6TH SEPTEMBER 2021 at 2.30 p.m. BY VIDEO CONFERENCING**

Present

The meeting was quorate.

Apologies for Absence

Apologies were registered from William and Susan Brown.

Chairman's Address

Ann Treglown (Chairman) welcomed members to the Extraordinary General Meeting. She explained that the purpose of this meeting was to approve the amendment to our Constitution in order to authorise conducting General Meetings via electronic means.

The Chairman explained the proposed amendment as follows:

Existing clause 14 shall be amended by the addition of:

- vi In exceptional circumstances, the Executive Committee may elect to hold the general meeting by electronic means only, which must be set out in the notice of the meeting, including an explanation of the exceptional circumstances which require the general meeting to be held by electronic means only. For the purpose of this clause, 'exceptional circumstances' means circumstances which in the reasonable opinion of the committee render it impossible to hold an effective general meeting in person.*
- vii If the meeting is to be held solely by electronic means pursuant to clause 14 vi, the place of the meeting shall be deemed to be the charity's registered address.*
- viii Proceedings at a general meeting held by electronic means pursuant to clause 14 vi will not be invalidated due to technical issues which prevent members from joining such meeting electronically, so long as a sufficient number of members to form a quorum under clause 16 iv is able to join the meeting successfully.*

The amendment was proposed by Jane Eden and seconded by Ruth Braybrooke.

The proposal was agreed Nem.con.

The Chairman signed the revised and agreed Constitution.

There being no other business the meeting was closed at 14.40 p.m.



Registered Charity No. 290670
www.saffronwaldenu3a.org.uk

MINUTES OF THE ANNUAL GENERAL MEETING HELD 6TH SEPTEMBER 2021 BY VIDEO CONFERENCING

The meeting, which began at 2.40 p.m., was conducted by Ann Treglown, Chairman, who thanked those attending Saffron Walden u3a's AGM.

In accordance with the Constitution the committee will be standing down.

Present

The on-line meeting was quorate.

Apologies for Absence

Apologies were registered from William and Susan Brown.

Minutes and Approval from the last AGM

The minutes of the 2020 AGM have been made available on our website and were not read by the Secretary.

Walter Poulter proposed and John Trueman seconded that these be adopted as a true record.
Agreed Nem.con.

The Chairman signed the 2020 AGM minutes.

Chairman's Report

Well, yet another strange year. Firstly, I would like to thank the committee for all their support and hard work during the past year. Thank you to Jim Dwyer for being our technical expert and enabling us to conduct most of our business via Zoom. Also, to our new Treasurer, Steve Messenger, for taking over during a very difficult time. It has been so hard for all of us, especially with very little contact. Hilary Price also joined us last September as Assistant Treasurer and the person responsible for booking venues. Hopefully her workload will increase as more groups return.

We actually had 3 face-to-face committee meetings during the last year, September 2020 and June and July this year. In fact, Steve and Hilary only met in person for the first time in July!

We even had a few groups returning in May when restrictions were lifted on exercise classes being held in person. One Pilates group, Nice & Easy, Keep Fit and Gym Fit all returned to some semblance of normal. Our membership decreased over the last year from 850 to around 600 by the end of July. Let us hope we can keep this number for the coming year, maybe even have some lapsed members returning.

We made the decision to join Beacon this year, a system used by many u3as as a means of recording and communicating with the membership, with a detailed financial system. This has proved successful and my thanks to John Trueman for setting this up and to Steve for coming to grips with the financial side.

I was so pleased that so many groups continued to operate by various means – Zoom, garden meetings, picnics. It is encouraging that so many are now making preparations to return to normal this coming term. Let us hope it continues.

Thank you to all the Committee for this past year and we must now look forward to this coming year.

Treasurer's Report

The annual accounts and financial statements have been prepared using applicable Accounting Standards and have been examined by an Independent Examiner in accordance with the Charity Commissioners' requirements. Another very different year for us due to Covid19. My thanks go to Michael Wayman who offered his services to examine the accounts.

Income for the year totalled £8,723.81, which consists of membership fees, Gift Aid and bank interest (such as it is). Expenditure was £5507.16, resulting in a profit of £3216.65. Class fees, excluding Theatre & Travel, totalled £855.17 with expenses of £855.50, a shortfall of £0.33. These very small figures are attributable to COVID and to most groups not running for the year. All outstanding amounts will again be carried forward to the next financial year. Again, my sincere thanks to those coordinators who managed to carry on through the pandemic. We are already seeing many groups restarting so there is a good level of optimism for the coming year.

There were very few Theatre and Travel trips during the year. An expected refund from a theatre of £1,323.00 was received. Together with the refund received last year, this enabled us to refund members a total of £2,156.00 for cancelled trips. Excluding refunds, T&T received £1386.00 and spent £1,228.34. However, because of refunds, the T&T account reduced by £675.34 to £2,205.45 for the year.

The excess of income over expenditure for this year is partly due to very little happening during the pandemic. As a result, the membership fees for 2021/22 have been reduced from £12.50 to £10.00 per person.

There were no questions.

I would like to propose the adoption of the accounts.

Mary Curtis proposed and Margaret Dawson seconded adoption. Agreed Nem.con

Appointment of Independent Auditor

Mike Wayman examined and approved the accounts for this year. Unfortunately, Mike cannot do this next year and we are still looking for a replacement.

Election of Committee

The Secretary reported that the following candidates had correctly completed nomination forms in accordance with the Constitution

NOMINEE	PROPOSED	SECONDED
Ann Treglown	Judith Forster	Jennifer Palmer
Anthony Treglown	Judith Forster	Jennifer Palmer
Stephen Messenger	Alex Reeve	Jessica Reeve
John Trueman	Christine Taylor	Geoffrey Collins
James Dwyer	Ian Lawson	Jean Pattenden
Mary Curtis	Rose Peram	Julie Ball
Hilary Price	Julie Tennant	Diana Whitfield

Walter Poulter proposed and Ruth Braybrooke seconded that the candidates be accepted en bloc. Agreed Nem.con

Any Other Business

There being no other business, the Chairman closed the meeting at 2.50 p.m.