



Registered Charity No. 290670  
[www.saffronwaldenu3a.org.uk](http://www.saffronwaldenu3a.org.uk)

## **MINUTES OF THE ANNUAL GENERAL MEETING HELD 5<sup>TH</sup> SEPTEMBER 2023 AT SAFFRON WALDEN BAPTIST CHURCH**

The meeting, which began at 2:30 pm, was conducted by Jim Dwyer, Chairman, who thanked those attending Saffron Walden u3a's AGM. In accordance with the Constitution the Committee will be standing down.

### **Present:**

The meeting was quorate with 89 members attending.

### **Apologies for absence:**

Apologies were registered from Christine Greet, Tony Treglown and William Brown.

### **Minutes and Approval from the last AGM:**

The minutes of the 2022 AGM, which have been made available on our website and distributed to members by email, were not read by the Vice-Chairman. No questions were raised from the membership.

Martin Hugall proposed and Rakesh Doegar seconded that the minutes of the Annual General Meeting 2022 be adopted as a true record.  
Agreed Nem.con.

The Chairman signed and dated the 2022 AGM minutes.

### **Chairman's Report:**

I have thoroughly enjoyed this last year as Chairman of the Saffron Walden u3a, especially working alongside my Committee who, with their support, dedication and hard work, have ensured we have continued to operate as a coordinated organisation with our member's interests at heart, following the uncertainty of the Covid years.

Our investment in the Beacon Computer system 2 years ago has proved to be a good one and it continues to ensure the smooth running of our accounts and membership and is well managed by John, our Membership Secretary and Steve, our Treasurer. Other Committee members who have served well over the last 12 months are our Secretary Tony, Vice Chairman and Activities Organiser Mary, Speakers Organiser Brian, Susan who books our venues and Marilyn who organised our special events including Coordinator's Lunch and the Christmas Buffet.

This last year has seen record attendances at our monthly Open Meetings with some top quality speakers entertaining our audiences with interesting and varied talks. We re-introduced our Christmas Buffet in December at the Golf Club which was a sell-out success. It will be repeated this year on 11<sup>th</sup> December and has already sold out. Our Choir's Summer Coronation Concert in Jubilee Gardens with the Ukulele group was another success raising several hundred pounds for The East Anglian Children's Hospices.

Our classes are flourishing with new ones coming through. For example we now have a fifth book group and have just recently started an exciting new group called Out & About – details appear on our website and in the latest edition of Update, which is due out later this month.

As some of you know, some venues saw fit to increase their charges during the last year – Susan, our venues organiser, will be advising coordinators of any further increases so please check your emails. Interestingly we have been advised of some potential new venues and will be making coordinators aware of these when details become clearer. The coordinators, by the way, thoroughly deserve our thanks for the effort they've put towards organising their classes throughout the year. We couldn't function without them.

Thank you also to those of you who have come along today to renew your membership and to those new members who may have just signed up. There's a lot to look forward to this coming year: our monthly Open Meetings, our very own Antiques Roadshow, the traditional Christmas Buffet and more events after Christmas. So watch this space for plenty of opportunities to get involved and continue the u3a ethos of learning, laughing and living.

### **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. My thanks go to Brian Linford who offered his services to examine the accounts. Unfortunately, he has decided to move away so we will be looking for a replacement.

**Income** for the year totalled **£9199.34**, which consists of membership fees, Gift Aid, bank interest and subscriptions for last year's Xmas tea. **Expenditure** was **£12097.05**, resulting in a **loss of £2897.71**. Expenditure included the payment for the Xmas tea. This loss was planned as we wanted to reduce the current account reserves. **£5011.98** of the expenditure was paid to the central u3a to cover TAT membership and the fees for the TAM magazine. Current reserves stand at about **£9,500** in the bank and building society, of which about £200 belongs to various groups. I would not want to see the reserves drop any lower, hence we have increased membership fees from **£10 to £12.50** this year. The financial situation will be reviewed during the year and a decision will be made regarding the following year's fee.

We have seen group and theatre and travel activities return to pre-covid levels this year.

**New class fees**, excluding Theatre & Travel, totalled **£13,529.56** with **expenses of £14,197.79**. **£819.72** was brought forward from the previous year, so there is a **net balance of £151.72** which will be carried forward into 2023/4. Whilst most groups have managed their finances well, a few ended up with **negative balances**. This was partly due to the rise in hall costs. It is important that co-ordinators check the current costs of halls (with Susan or me) before working out the term fees. This year, for those groups with negative balances, we will reset them to zero. Any groups with money left will retain this balance.

Theatre and Travel trips are now back to pre-covid levels. **T&T received £23,987.00** and **spent £24,750.22**. Some trips straddle the financial years, hence the perceived loss, but the T&T account is still healthy at **£3,337.74** at the end of the year.

Many more people are now paying their **class and T&T fees via BACS**. This seems to be working well and eliminates our need to bank cheques in the bank or PO.

Over 200 people have renewed using the **automatic renewal via Paypal**. This is encouraging, as it eliminates a lot of work for John and me in processing renewal forms and

cheques. Paying via the Paypal interface does not mean having to have a Paypal account, as you can use a credit card as well. The use of BACS for paying membership fees has also risen. This is fine for new members, but we would encourage renewing via the automated PayPal route.

There were no questions.

I would like to propose the adoption of the accounts.

Rufus Barnes proposed and Martin Hugall seconded adoption of the accounts.  
Agreed Nem.con.

### **Appointment of an Independent Examiner**

Every effort will be made to appoint an Independent Examiner in accordance with Charity Commission requirements without delay.

### **Election of Committee:**

The Vice-Chairman reported that the following candidates, who had all served on last year's Committee, had correctly completed nomination forms in accordance with the Constitution:

<b>Nominee</b>	<b>Proposed</b>	<b>Seconded</b>
Susan Brown	Dr Hugh Herdon	Bronwen Woods
Mary Curtis	Rose Peram	Julie Ball
James Dwyer	Edith Sewell	Jean Pattenden
Brian Kerrison	Mary Downing	Pamela Mugliston
Steve Messenger	Christine Duffy	Pamela Mugliston
Anthony Treglown	Christine Duffy	Pamela Mugliston
John Trueman	Simon Taylor	Ann Cousins

Barbara Pitman proposed and Kate Atkinson 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 2:49 pm.