



## **KEYWORTH & DISTRICT**

### **MINUTES OF THE SIXTH ANNUAL GENERAL MEETING**

**held on**

**Tuesday, 28th April 2015**

**at**

**KEYWORTH METHODIST CHURCH HALL at 14:30hrs**

**Present:** Jackie Mullins (Chair), Roy Turnbull (Treasurer), Clare Franklin (Secretary), Peter Edge, Sue O'Donoghue, Sheila Barton, Keith Barton, Sylvia Campbell, Pat Murfet and Jenny Greaves.

Plus 147 members and 4 visitors.

**1. Apologies for Absence:** Rosemary Stevens, John Fallon, Adriana Fallon, John O'Donoghue, Barbara Jones, Kath Oakley, Jean Frisby, Christine Taylor and Peter Davies.

#### **2. Minutes of the AGM held on 22nd April 2014**

Approved as a true record and signed by the Chairman.

#### **3. Matters Arising**

There were no matters arising.

#### **4. Chairman's Report**

Welcome to our 6<sup>th</sup> AGM

All is well with our U3A, numbers were above 500 but seem to be settling to under that. We still have a number of renewals outstanding. Various new U3A's have opened Gamston and Cotgrave and like us are thriving and we all work closely together.

Now firstly I would like to thank various members for their contributions over the years especially Roy Turnbull – a member of the Steering Committee -who has been our Treasurer he has given his time and expertise so generously to us all – he is to stand down but will be available to the new Treasurer and Committee for guidance and advice. The Committee is also losing Kath Oakley also a founder member of the Steering Committee who is going to help the Notts Network to establish new U3As. Thank you Kath.

Sue O'Donoghue who has been representing the sub-committee of New Horizons on the Committee for 5 years. Thank you Sue – she is not relinquishing her role with New Horizons just stepping back from the main Committee. A paper report will be presented at each Meeting. Keith Barton is stepping down from the position of Vice Chairman but is not leaving the Committee – thank you Keith for your contribution – the last member of the Steering Group to come all the way to today.

The Committee as a whole have supported me gallantly during the year and I thank them wholeheartedly. One other person I must name is John Fallon our Auditor – he is not here today – but it must be placed on record our many many thanks for keeping us on track, also he has agreed to be the Auditor for another year. Thank goodness!

We must as a group thank everybody who steps forward to assist our U3A -Tea Team, Techies, Greeters, Group Leaders etc. you all know who you are and your help is very much appreciated.

It has been a good year for us with outings and fun. The groups are varied and interesting We have had a trip to the Seaside enabling us to revert to childhood, a meeting new and existing members in the Village Hall which led to the Exhibition on the 18<sup>th</sup> April a resounding success (thank you Sheila and the creative groups who contributed their time and expertise)

The New Horizons Christmas Party was a ball but their last for a while, although I am hoping I can call on them for help with the Christmas Social in December. Now I will not bletcher on any more but be assured if I have forgotten anybody -it is jet lag!! Thank you for your support.

### **5. Treasurer's Report and Adoption of Accounts**

You have all been provided with a set of Financial Statements which include the Receipts and Payments, Balance Sheet and Notes for the Financial Year ending on the 28<sup>th</sup> February 2015. The Financial Statements were approved by the Committee on the 7th April 2015 and were signed off by the Chairman, Treasurer and subsequently by the Independent Examiner John Fallon. At this point, I would like to thank John for completing the examination in a timely manner and providing the committee with constructive comments.

Membership numbers increased by 8.5% over the previous year but subscription income including gift aid for 2015 remained at the same level as the year 2014 due to the effect of previously agreed annual subscription rate reductions. Membership related costs which represent approximately 64% of total costs increased in line with the growth in membership.

Expenditure on Minor equipment, Equipment upgrades and Repairs amounted to £800, an increase of £700 over the previous year. The surplus for the year of £900 increased our cumulative retained funds or in other words, reserves to £11,300. To ensure a secure financial base for our U3A, the committee consider it prudent to maintain a reserve of approximately £10,000 to cover any unforeseen contingencies and the inevitable replacement and purchase of new equipment. (The original equipment was bought with £13,000 from Lottery funding.)

All groups are essentially run on a self-financing basis and all Leaders / Administrators, where requested, have submitted financial returns which have been collated and approved by the committee. I would like to thank the Group Leaders / Administrators for their co-operation and the excellent services they provide to members.

The Committee have decided to hold the current annual subscription rate of £15 for the year 2016/2017. Subscriptions, will of course, continue to be reviewed on an annual basis. Furthermore, with effect from April 2015, it has been decided to discontinue with the small charge made for attendance at Open Meetings. This will save on administration. For safety and insurance reasons, members will still be required to sign in. The Committee reserve the right to reintroduce charging at any time should financial or other circumstances dictate.

*Adoption of the accounts was proposed by Doug Miles, seconded by Bill Cooper, and approved nemine contradicente.*

As I am officially standing down as Treasurer at the end of this AGM, I would like to take this opportunity to thank all the Committee members, both past and present, for their support over the last six years in my capacity of Committee Member and Treasurer. I also wish the next treasurer every success in the role and assure him of my support if required.

#### **6. Appointment of Examiner of Accounts**

John Fallon has agreed to continue to stand for a further year.

*Proposed by Keith Barton and seconded by Sheila Barton and carried nemine contradicente.*

**7. Resolution** To consider and, if thought fit, pass the following resolution which will be proposed as a Special Resolution to amend Clause 15 (ii) of the Constitution with the following:-

**“There shall be a quorum when at least 15% of the number of The U3A are present at any General Meeting.”**

#### **Supporting Statement**

**Since the foundation of Keyworth & District U3A membership numbers have increased from 272 in February 2009 to just over 500 in February 2015. Despite this significant growth the average number of members attending an AGM has been 128.**

Based on this historical low average level of turnout, the committee consider it prudent to reduce the General Meeting Quorum requirements from 20% to 15%. This additional safety margin should eliminate any administration problems arising from potential failure to meet the current quorum requirements.

*Proposed by Sue O'Donoghue and seconded by Keith Barton and carried nemine contradicente*

#### **8. Appointment of Honorary Officers & Committee members**

The following have been proposed and seconded and have confirmed they are willing to stand as Officers for a further year:

Jackie Mullins	Chair
Clare Franklin	Business Secretary

The following has been proposed and seconded and has confirmed they are willing to stand for the position detailed:

Stuart Bailey	Treasurer
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*The Chair requested the approval of the meeting to elect the above officers en bloc. This was proposed by Keith Barton and seconded by Jenny Greaves and carried nemine contradicente.*

The following have been proposed and seconded and confirmed they are willing to stand as Committee members for a further year.

Sheila Barton  
Keith Barton (who retires as Vice Chair)  
Sylvia Campbell  
Peter Edge  
Jenny Greaves  
Pat Murfet

The following has been proposed and seconded and has confirmed they are willing to stand as a Committee member.

Robin Wilcockson

*The Chairman requested the approval of the meeting to elect the above en bloc. This was proposed by Doug Miles and seconded by Sue O'Donoghue and carried nemine contradicente.*

The business having been completed, the Chairman closed the meeting at 2.47pm

**END**

Ken Doyle proposed a vote of thanks for the outgoing committee members:

Roy Turnbull, Sue O'Donoghue (who has been involved with the New Horizons Group for 5 years and will continue in that role) and Kath Oakley, who was on the original steering committee.

He particularly thanked Roy, who not only was also on the original steering committee and was involved in the setting up of our U3A, but has carried out his duties as Treasurer in an efficient manner for the past three years. We will miss him and his guidance.