

MINUTES OF SHEPTON MALLET U3A AGM on Thursday 7th June 2018 at 10.20 a.m.

Held at The Council Chamber, Mendip District Council Offices, Shepton Mallet

The Chairman, Malcolm Weeks, welcomed members and visitors to the seventh AGM of Shepton Mallet U3A

1. Apologies

Maureen and Eddie Westmorland	Julia and Andrew Goddard
Keith and Jill Jenkin	Peter and Pat Howell
Wendy Williams	Peter Nash

2. Minutes of AGM held on 11th May 2017.

The Minutes of last year's AGM had been placed in the Chamber. Malcolm Weeks called for their acceptance.
Proposed by Margaret Breese
Seconded by Sandra Freeborn
Malcolm initialled them as a true record.

3. Matters Arising

There were no matters arising from the Minutes.

4. Chairman's Report

Malcolm Weeks gave his report for 2017 – 2018 (copies were available in the Chamber)
Please see attached.

5. Treasurer's Report

Lesley Clark gave her Treasurer's Report for 2017 – 2018 (copies of report and audited Accounts were available in the Chamber)
Please see attached.

6. Group Co-ordinator's Report

Sue Dunne gave her report for 2017 - 2018 (copies were available in the Chamber)
Please see attached.

8. Motions

No Motions were submitted for consideration

9. Election of Committee

The Secretary had received 4 nomination papers

Jane Burman

Proposed by Pet Smith, seconded by Wendy Williams

Maggie Hardy

Proposed by Joy Harwood, seconded by Jenny Weirfritz

Sue Dunne – Groups Coordinator (having served as a co-opted member since November 2017)

Proposed by Lyn Hook, seconded by Suzanne Pera.

Pete Norman – Speaker Meeting Organiser (invited to Committee meetings since February 2017)

Proposed by Barbara Voules, seconded by Frank Booth.

All current members of the Committee will stand again with the exception of Malcolm Weeks, Lesley Clark and Margaret Breese.

Proposed by Liz Weeks, seconded by Sandra Morris

The Committee now has 10 members. Malcolm and Lesley will attend Committee by invitation, to facilitate a smooth changeover of responsibilities. Next Committee meeting to be held on 11 June 2018

10. Any Other Business

Proposed

None Seconded

The AGM closed at 10.35am Accepted and Signed

Dated

Chairman's Annual Report 2017-18

Yet again we have seen a continued growth in membership ending the year with a record 192 members. The Committee has continued to give the U3A and myself great support during the year.

There have been a number of changes in personnel during the year. Sue Dunne was co-opted onto the committee as Groups Co-ordinator with Margaret Breese becoming an ordinary committee member. Margaret has done a wonderful job starting, encouraging and supporting groups. Tony Parker stepped down as Vice Chair as he was finding the journey from Wincanton difficult and has now joined Avalon U3A. Barbara Voules stood down for health reasons but Pete Norman attends meetings to update the Committee to inform of speaker bookings for the monthly meetings.

The range of speakers for the monthly meetings has covered a wide range of interests – a big thanks to Pete for his continuing efforts. We have experienced some problems with the Council Chamber as their booking system has been inconsistent and dare I say it inefficient. . We have however been very fortunate in having the Parish Peter St. Rooms as an alternative venue and have been made very welcome.

Our biggest challenges this year have been the introduction of new data protection laws (May 2018) and following communication between The Charity Commission and The Third Age Trust we had to introduce new financial regulations I am indebted to Keith, Maggie and Lesley for working on the GDPR and Lesley and Liz who worked with me to simplify the new financial regulations ensuring we are fully compliant with Charity Commission law. We realise that this new regulations would mean extra administrative work for the relevant group leaders and whilst this was challenging we met requirements ready for the new financial year.

All the committee have supported one another, and myself – Derek promotes the monthly meetings and puts reports in the Journal; Julia continues to produce an informative and entertaining newsletter; Keith keeps the website functioning and up to date, monitoring activity; Sue has settled into her role as Groups co-ordinator; and Janet continues to provide members with a wide range of outings – this year has included visits to The Royal Mint, Highgrove House and Bristol University Botanic Gardens. All these committee members give freely of their own time and we are very grateful.

Over the year there has been a number of changes in groups – Nell Reeves stepped down from 'Antiques' which has now become 'Collectables' overseen by Liz Nash.

Maureen Westmorland stepped down from the 'Book Group' and was replaced by Sue Dunne.

Joy Harwood stepped down from the 'Walking Group' and the twice monthly walks are now co-ordinated by Liz Weeks.

We now have two thriving French groups run by Valerie Delaittre-Smith.

Unfortunately the 'Play Reading Group' run by Catherine Wylie folded due to increasing hire costs and Margaret Breese's attempt to set up a Theatre Groups had a lack of support and will not continue.

During the year to May 2018 we also had presence at Collett Park Festival and Mid Somerset Show.

Frank and Rosemary Ward held a successful quiz and Art, Needlecraft, and Woolcraft all held displays of their work at monthly meetings

Finally after over three and half years as Chairman and over five years on the committee it is time for me to hand over to a new Chairman. After seven years, most as Groups Co-ordinator, Margaret Breese is also standing down and finally Lesley Clark, who is hoping to return to Cornwall is standing down. They have been wonderful colleagues to work with – as has the rest of the Committee. Thanks to all the Group leaders who keep the show on the road and to all members who enjoy this great organisation.

Treasurer's Report 2017 - 2018

Firstly, my thanks to my fellow Committee Members for their trust and support during the past year.

We are indebted to Andrew Goddard for his help in auditing our income and expenditure account. However, due to the changes in our Financial Guidelines we are not permitted to ask U3A members or partners of Committee Members to audit our accounts. I would ask the Membership, therefore, to let the Committee know if anyone is aware of an accountant we could approach to help in the future. Should any of you require more information regarding our accounts, please get in touch with me and I will provide a detailed breakdown.

At the close of March, our Bank Account stood at £3888.03. Due to a change in our Financial accounting, the income for Membership renewals will be reported in the year 2018 to 2019. Again due to changes in our Financial accounting, our Gift Aid for the year ending 2018 was reduced to £66, a reduction on last year but will increase in the year to March 2019. Thank you to those of you who have renewed your membership to date and a gentle reminder to those who have yet to do so.

We thank all of you who qualify and have completed the Gift Aid Form. If you no longer pay income tax or change your address, please let us know in order that we don't submit incorrect information which could result in a fine.

At the end of the year membership stood at 192. From the fees received £672.00 Capitation payment has been made which provides funds for running the National U3A, together with £344.44 covering the mailing of the Third Age Matters magazine.

The Committee continues to subsidise the Speaker Meetings, the shortfall being mainly due to the cost of the hire of this Council Chamber. Although we have used a cheaper alternative on occasions, I'm sure you will all agree that this room is more suitable for us all.

Over the past year we have invested almost £500 in publicity, printing, production of the Newsletter and Administrative costs. Although our Committee Members and Group Leaders are very generous regarding their time and administration costs, it is inevitable that these overheads will continue to rise. These costs are closely monitored and kept at the absolute minimum necessary.

As already mentioned there have been considerable changes in the Financial Guidelines with which we are obliged to comply by the Charity Commission. This has in no small way had an effect on the way our Groups are managed and, although it was quite tortuous to establish, the Committee is so grateful to those affected Group Leader, for their co-operation.

I have really enjoyed being part of the Committee over the past few years and thank everyone for the support I have received.

SHEPTON MALLETT U3A BALANCE SHEET 2017 -2018

B/F	Bank	5412.20 ✓	
	Cash B/F	30.00	
<u>Income</u>			5442.20
Events (Anniversary & Quiz)		468.00	
Gift Aid		245.06	
Membership		872.00	
Outings		4273.50	
Speaker Meeting		767.20	
Publicity		70.00	
<u>Total Income</u>			6695.76
<u>Expenditure</u>			
Administration		173.00 -	
Capitation		654.50	
Direct Mail		337.50	
Events		997.92	
Expenses (Printing/Postage/Stationery)		203.51	
Gifts		92.35	
Groups		338.75	
Membership Costs		119.40	
Outings		4229.20	
Publicity		132.00	
Speaker Meetings		941.80	
<u>Total Expenditure</u>			8219.93
Balance at Bank		3888.03 ✓	
Cash in Hand Float		30.00	
<u>Total Cash Assets</u>			3918.03
(Cash Assets brought forward + Total Income - Total Expenses = Total Cash Assets)			3918.03
Less O/S Hall Hire idverde		352.50	
Less Capitation		672.00	
Less Third Age Matters		344.44	
Less unrepresented cheques		409.00	
			1777.94

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F.C.A. (red)

Report on Special Interest Groups 2017 - 2018

At present we have 23 thriving groups. We have lost the Play Reading Group due to the increase in fees from the Yeovil Drama Library but have gained a French Group both for Beginners and Conversational French. All groups meet weekly, fortnightly or monthly. Some groups are full, while others would welcome new members. Groups that are full have a waiting list.

Groups meet in a variety of venues, group leader's homes, the Shrubbery Hotel, Evercreech Football Club, Doultling Village Hall, St Paul's Community Centre, Shepton Bowls Club and Holmcroft Court. Other groups like Walking and Strollers are out and about while some groups also make occasional visits to wholesalers, exhibitions and talks. Solos and Munch Club meet in a variety of local pubs and restaurants.

Members who attend groups not only gain in learning or sharing a new interest, skill or hobby, develop existing interests or keep fit. More importantly, we make new friends and have fun.

Group leaders meet together twice a year, once to share the positives of the past year, hear about new developments and raise any issues. For our second meeting we have a 'thank you' lunch to thank all the leaders for their contribution to our thriving U3A.

We do need new leaders for some of the groups. I would dearly love to hear from someone who would like to take on a new Book Group as this group is usually the one with the waiting list. Do contact me if you feel you would like to take this forward.

We always welcome ideas for new groups.

It is very rewarding to see the time, commitment and enthusiasm that group leaders give to our U3A and on behalf of us all I would like to give them a huge thank you.

Sue Dunne June 2018

Group Coordinator.