

## **EMSWORTH & DISTRICT u3a**

### **MINUTES OF THE 33RD ANNUAL GENERAL MEETING HELD ON 16 FEBRUARY 2024 AT 9.45 AM AT ST JAMES CHURCH HALL, EMSWORTH.**

**1. Welcome from the Chairman:** The Chairman, Adrian Wakeford, opened the meeting by welcoming the members to the AGM. He thanked the craft group for making a tablecloth, which was on show in the Hall, aimed specifically at our stand at the Emsworth Show. He advertised the 15 March speaker, Ben Cross, who will be talking about 'British Alstroemeria'. Adrian then listed notable events that occurred on this day in history.

**2. Apologies for Absence:** Apologies were received from 8 members.

**3. Minutes of Previous AGM held on 17 February 2024:** Agreed as a true record. Proposed by Toni Renaud and seconded by Lin Davy and carried unanimously.

**4. Matters Arising:** There were no matters arising.

#### **5. Chairman's Report: - Adrian Wakeford**

Your u3a has had a good year; the details are contained in the reports by the Committee members which only leaves me to pick up highlights and perhaps one lowlight.

The annual subs are being collected and by now most of you will have let us have the small sum involved. We have asked for a little more this year, but we had held the cost for six years and it is a relatively small sub. It is our primary source of funding and you will see from your Treasurer's report that our financial situation is solvent, albeit we are not a rich organisation.

The lifeblood of any u3a is its groups. We have a thriving range of groups and I know that you invariably enjoy and learn from your participation. I am very proud of all the work that is done by these groups' leadership teams to give you fulfilling and fun activities. But here I must mention a lowlight: there still sometimes seems to be a reluctance for new leadership to step forward when required, and this does lead to the extinction of groups that were providing a good service. Your Groups Coordinator is pushing the approach of multiple leaders for groups which does lower the burden and stress. Please do respond helpfully.

Our monthly meetings have been successful. They are an opportunity for you all to chat with like minded folk, make new friends and perhaps ponder joining a group. And then there are the talks that are given which are invariably interesting and well delivered. (Thanks are due to Gill Davies who arranges these, though she is currently voyaging around the world in grand style!) The Committee plus several volunteers turn up early to make the hall ready for you and also help tidying up afterwards.

I hope that those of you that have been on outings this year have enjoyed them. A lot of work is put into these by Maureen Nicholas and I certainly enjoy these events. Maureen is also the lynchpin of the extravaganza which is our Christmas Lunch.

We had our usual stall at the Emsworth Show. It was wholesome fun and drew in a few more members. In similar vein we put in a special effort to produce "Children of World War Two Stories". These were fascinating and you will have read some of them in the Newsletter. The Really Useful Group plus a few extra helpers also set up a WW" themed tea party for our WW2 children which was poignant and gratifying. The stories themselves have now been passed up to the Oxford archive where they can be a source of historical research for future generations.

I hope that you also appreciate the two Newsletters per year that Toni Reynaud pushes out. A lot of work goes into this and I do encourage all members to spot activities that are worthy of a mention and the views that are worthy of a quick snap with at least your mobile phone camera.

At the AGM, we will be continuing the recently instituted practice of not asking Committee members to verbally report to you to speed up proceedings. Each Committee member has provided a written report and you can ask questions in the AGM or separately if you wish.

The AGM is also the occasion for the renewal of your Committee. As laid down in the Constitution all Committee members retire each AGM though as is usual most are offering to stand again. We have a replacement Secretary who has offered her services for the retiring current Secretary. Again, as laid down in the Constitution, any member can put their name forward (subject to proposing and seconding) for any Committee post. We aim to get through the re-election process quickly but this is for your convenience and you have the right to ask questions of the selection process if you wish.

My final word is one of thanks to your Committee, the various volunteers and the group leaderships. As I said earlier, we are a solvent but not a rich

organisation. With a wide range of volunteers, we are able to deliver, I believe, a good service at low cost.

## **6. Treasurer's Report: - Ken Laing**

The Report is in three parts:

- **Treasurer's Report for year ending 31<sup>st</sup> December 2023**
- **Copy of the Accounts, signed by the Examiner**
  - Note: As our subscription year runs from October to September, subs are banked in 2 accounting years. Underneath the official accounts there are summaries of income and expenditure with the income total adjusted to reflect the total subs for membership year 2023, irrespective of when they were taken, and the subscriptions taken for 2024 membership year (Oct 23-Sep 24) omitted. This shows a year to year comparison based on the income raised for a specific membership year (in this case Oct 22 - Sep 23).
- **Income and Expenditure Breakdown and Financial Summary**

### **Report for year ending 31<sup>st</sup> December 2023**

#### **1.**

#### **SUMMARY OF ACCOUNTS**

The following audited account was prepared on the basis of funds received and payments made in 2023, summarising the year's activities. A more detailed income and expenditure breakdown along with a Financial Summary is also provided.

The finances are split into 2 parts :

**The charity account** records the administration of the u3a as a charity.

**The social account** focuses on outings and other social events which members pay to participate

**Charity Receipts and Payments:** This shows total income of £5124.96 and expenditure of £5874.66, giving a deficit of £749.70, an increase of £290 on last year.

This year we spent £627 less on new equipment, £446 more on printing and we held a thank-you lunch for group leaders and volunteers (£490) which we did not last year due to Covid-related worries. Member subs income held steady. With the increase in member subs for next year we would expect to eliminate or at least reduce this year's deficit.

**Social Receipts and Payments:** Total receipts were £5580, payments £5370. We continue to carry forward a small surplus on this account.

**Funds:** The total bank and cash funds at the end of 2023 were £6456, compared to £6995 for 2022.

## **RESERVES**

Although there is no fixed amount for a u3a's reserves level, as of 31/12/2023 ours adequately covered the recommendation to be able to function for at least the next 6 months.

## **INDEPENDENT EXAMINER**

### **Income and Expenditure Breakdown and Financial Summary**

Pamela Kilbey, Hon Treasurer of the St Aubin-Emsworth Twinning Association, kindly agreed to examine the annual accounts - many thanks to Pamela.

## Emsworth and District U3A

### Charity and Social Account summaries for year ending 31st December 2023

	2023	2022		2023	2022
<b>Charity receipts (£)</b>			<b>Charity payments (£)</b>		
Subscriptions taken for current year	1,135.50	1,601.25	Speakers (fee or donation)	644.00	680.20
Subscriptions taken for next year.	2,263.00	1,946.50	Room hire - U3A	351.00	387.75
From groups (for rent)	1,083.50	951.00	Room hire - Groups	1,129.39	1,018.75
U3A Region and Centre	0.00	0.00	U3A Region and Centre (Beacon, affiliation fee, mailing)	1,588.91	1,615.48
Gift Aid Refund	583.96	595.80	Printing	1,088.63	642.37
Other	59.00	0.00	Volunteers Lunch	489.60	0.00
			Other expenditure	583.13	1,210.80
<b>Total receipts</b>	<b>5,124.96</b>	<b>5,094.55</b>	<b>Total payments</b>	<b>5,874.66</b>	<b>5,555.35</b>

	2023	2022		2023	2022
<b>Social receipts (£)</b>			<b>Social payments (£)</b>		
Outings and Trips	3,255.70	2,600.00	Outings and Trips	3,007.30	2,582.95
Christmas lunch	2,325.00	2,396.50	Christmas lunch	2,363.00	2,347.00
Miscellaneous					
<b>Total receipts</b>	<b>5,580.70</b>	<b>4,996.50</b>	<b>Total payments</b>	<b>5,370.30</b>	<b>4,929.95</b>

	2023	2022		2023	2022
<b>Charity Account</b>			<b>Social Account</b>		
Charity receipts less payments	(749.70)	(460.80)	Social receipts less payments	210.40	66.55
Brought forward at 1 January	6,613.66	7,074.46	Brought forward at 1 January	382.21	315.66
<b>Carried forward</b>	<b>5,863.96</b>	<b>6,613.66</b>	<b>Carried forward</b>	<b>592.61</b>	<b>382.21</b>

	2023	2022		2023	2022
<b>Accounts, as at 31 December (£)</b>			<b>Cash funds, as at 31 December (£)</b>		
Charity	5,863.96	6,613.66	Bank balance	6,454.65	6,937.67
Social	592.61	382.21	Petty cash	1.92	58.20
<b>Carried forward at 31 December</b>	<b>6,456.57</b>	<b>6,995.87</b>	<b>Carried forward at 31 December</b>	<b>6,456.57</b>	<b>6,995.87</b>

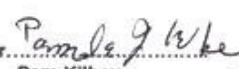
The following summaries show the U3A's accounts with the subscriptions attributed to the intended year, rather than the year in which they were paid. This shows a more informative year-on-year comparison.

	2023	2022		2023	2022
<b>Income (£)</b>			<b>Expenditure (£)</b>		
Subscriptions taken in current year	1,135.50	1,601.25	Speakers (fee or donation)	644.00	680.20
Subscriptions taken in previous year	1,946.50	1,494.50	Room hire - U3A	351.00	387.75
From groups (for room hire)	1,083.50	951.00	Room hire - Groups	1,129.39	1,018.75
Group events	0.00	0.00	Group events	0.00	0.00
Gift Aid refund	583.96	595.80	Pay to U3A Region and Centre	1,588.91	1,615.48
Other	59.00	0.00	Printing	1,088.63	642.37
U3A Region and Centre	0.00	0.00	Other expenditure	583.13	1,210.80
Surplus/(Deficit) on Social Account	210.40	66.55			
<b>Total income</b>	<b>5,018.86</b>	<b>4,709.10</b>	<b>Total expenditure</b>	<b>5,385.06</b>	<b>5,555.35</b>

**NOTE**

Assets of value purchased last year: laptop, gazebo and flipchart boards, at a cost of £740.26. Other assets with value are a wireless microphone system, projector, various display stands, and the previous laptop, at total value approx £250.

Hon Treasurer:   
Ken Laing

Hon Examiner:   
Pam Kilbey  
Hon Treasurer, St Aubin-Emsworth Twinning Assn

Emsworth & District u3a Income and Expenditure 2023							
Income				Expenditure			
	To A/C	To Cash	Sub-Total		From A/C	By Cash	Sub-Total
Members Subscriptions 2023	1135.50			u3a Membership Fee(235 @ £4)	940.00		
Members Subscriptions 2024	2263.00		3398.50	u3a Magazines(108@£3.60)+2022Adj.	410.91		
Gift Aid from HMRC	583.96		583.96	u3a Beacon Software Licence	238.00		1588.91
From Groups for Room Hire	956.00	127.50	1083.50	Room Hire for Groups	1129.39		
				Room Hire for Monthly Meetings	351.00		1480.39
				Printing - Newsletter	1034.00		
				- Programme	29.00		
				- Other	25.63		1088.63
				Speakers at Monthly Meetings	544.00	100.00	644.00
				Volunteers Lunch	489.60		489.60
				Website and email	92.39		92.39
				Monthly Meetings - refreshments	58.36	47.28	
				- labels	45.30		150.94
				Emsworth Show - Stall Fee	90.00		
				- Hats/caps u3a logos	97.99		
				- Display photos	7.67		
				- Sticky tape	1.69		197.35
				Gifts - Voucher for retiring chairman		50.00	
				- Bottle wine for auditor		11.50	61.50
				Other - Postage	6.95		
				- Projector adapter	15.00		21.95
Payment made in error	59.00		59.00	Refund of payment made in error	59.00		59.00
<b>Charity Account Totals</b>	<b>4997.46</b>	<b>127.50</b>	<b>5124.96</b>		<b>5665.88</b>	<b>208.78</b>	<b>5874.66</b>
	5124.96				5874.66		
Bombay Sapphire/Silk Mill	2150.00			Bombay Sapphire Tour (41 @ £17)	697.00		
				Whitchurch Silk Mill Entry (41 @ £7)	287.00		
				Whitchurch Silk Mill Lunch (41 @ £7.50)	307.50		
				Coach	705.00		
			2150.00	Member Refunds (2 @ £25)	50.00		2046.50
Mottisfont Outing (51@£16)	816.00			Mottisfont NT Entry Fees (16@18.05)	288.80		
Mottisfont NT Entry Fees	289.70			Coach	640.00		
			1105.70	Member Refunds (2 @ £16)	32.00		960.80
Xmas Lunch (91@£25)	2300.00	25.00		90 Lunches @ £25	2250.00		
				Member refunds 2@£25	50.00		
			2325.00	Chocolates and Flowers for organisers	63.00		2363.00
<b>Social Account Totals</b>	<b>5555.70</b>	<b>25.00</b>	<b>5580.70</b>		<b>5370.30</b>	<b>0.00</b>	<b>5370.30</b>
	5580.70				5370.30		
<b>Total Income</b>	<b>10553.16</b>	<b>152.50</b>		<b>Total Expenditure</b>	<b>11036.18</b>	<b>208.78</b>	
	10705.66				11244.96		
Income less Expenditure	-483.02	-56.28					
<b>Financial Summary</b>							
Opening Assets	6937.67	58.20					
Less Deficit	-483.02	56.28					
Closing Assets	6454.65	1.92	6456.57				

## **7. Adoption of Accounts:**

Proposed by: Gail Wynne-Jones

Seconded by: Geoffrey Eardley

## **8. Committee Reports:**

### **Jackie Treacher – Group Coordinator**

During the last year we have had some movement within our groups, however our overall total remains at 33. We welcomed a new Poetry Writing Group led by Kim Shelley which is doing well and would happily welcome another member. Our lovely Craft, Coffee and Chat group unfortunately folded – big thanks to Lin Davey for all her hard work over the years - but I am delighted to say we have a new Craft Group where members are taking it in turns to lead on different craft projects and they would welcome more members. Our latest addition is a second Scrabble group which is open to all abilities. Our Mahjong group is now dormant and I know lots of members have shown an interest in this group but we are lacking a tutor, so if anyone is interested please let me know. A very big thank you goes to Marie Gilham who has run a very successful Opera Group for many years but has unfortunately had to step down so this group is now dormant. I would love to hear from Opera fans to see if there is enough interest to re-instate.

Our Amble and Pub lunch group with 59 members remains our largest group. Many groups meet in members' homes which inevitably limits numbers but some do meet in halls and we continue to share 3 groups with Havant u3a.

The u3a provides the opportunity for those no longer in work to come together and learn for fun and meet new people. Our groups are the lifeblood of the u3a and over 75% of our members belong to at least one group, with many belonging to multiple groups. The long-term sustainability of groups is often dependent on one individual leader and new leaders appear reluctant to come forward. Existing leaders please think about who might succeed you and how we can help ready them. The new Craft group and the Art Discovery group are now operating on a more shared leadership basis where someone is nominated as a leader for admin purposes but group members share taking the lead on different topics. So if you are interested in a new group but reluctant to lead please get in touch and if there is sufficient interest we can explore different models that might help kick start the group.

Our stand at the Emsworth Show was very successful with lots of interest and resulted in several new members. Our fabulous Sea Shanty provided some great entertainment. I will be asking for photographs of group activities to display at the show later in the year but please feel free to send at any time.

We successfully held a number of new members coffee mornings which is a great opportunity for new members and committee members to socialise and explore interests. A big thank you to our hard working RUG group for organising those.

On the 31<sup>st</sup> January we held our 'Thank You' lunch for our Group Leaders and our other volunteers who do so much to help the Emsworth u3a be successful, welcoming and a great place to learn and have fun. It wouldn't work without them.

This has been my first year as Groups Coordinator and it's been great to meet everyone and learn about the wonderful groups. Please do get in touch if you have any thoughts/ ideas/ observations about the groups, I would love to hear from you.

### **Speaker Secretary – Gill Davies**

In February, 2023, Beryl Francis, a local well known Councillor on Havant Borough Council had recently retired and Beryl came along to tell our members all about her vast career working on behalf of members of the public. The March meeting saw Bob Comlay talk about "Travels with Tilman". Bob related tales of Bill Tilman's climbing and sailing achievements which rank among the greatest in the fields of 20<sup>th</sup> Century mountaineering and deep sea cruising. One of our members, David Gane gave his latest fascinating talk called "What Are Your Chances"? based on statistics in April and in May, Brian Freeland gave us his "View from the Wings" whereby Brian related his huge range of experiences with everything called Variety. Brian enlightened us with the knowledge that the Manager's view from the prompt corner is very different to that from your comfortable seat in the stalls or the circle! June brought William Avenell telling us "Why Was the Shepherd Delighted" informing us all about weather lore which has been handed down over generations and if there was any truth in it. Dave Allport, MBE, spoke about "Snowballs in June" in July. His very interesting talk told us about life in the Falkland Islands, including during the 1982 conflict. "Murder, Mystery and Mayhem" talk was given in September by local bestselling crime author Pauline Rowson explaining where she gets the



inspiration for the her novels and how she plots, researches and writes them. Julie Pullinger from Co-op Legal Services gave a talk on “Tax, Care and Toy Boys” in October, giving advice on financial estate planning. November saw Ian Gledhill explain “The Magic of Pantomime” telling us the history of this enduring and particularly British institution and his personal history taking part in many Pantomimes over the years.

January, 2024 will see The Rev’d Dr. Nicholas Henderson talk about “Russia Part 1” relating the history of Kievan Russia in the 8<sup>th</sup> and 9<sup>th</sup> centuries towards the development of autocracy in the 19<sup>th</sup> century

### **Maureen Nicholas – Outings and Social Events**

We had two successful outings this year.

The first was on March 20<sup>th</sup> when 40 members set off by coach to the Bombay Sapphire Distillery in Laverstoke Mill. After gin sampling and a tour of the distillery the group was then transported to Whitchurch Silk Mill where lunch was provided before a tour of the historic mill. I had lots of positive feedback. As I had Covid I could not join this outing.

The second outing was to Mottisfont National Trust Property , near Romsey, in June. Mottisfont is famous for its rose gardens in June and the outing had been planned with this in mind.

There were seven spare seats on the 49 seater coach so these were offered to Ems Valley members and they were quickly taken up. Although this required quite a bit of extra coordination on my part it worked well and there has been cooperation between both Emsworth u3a Groups since.

Christmas Lunch. This was held at Chichester College again at the beginning of December. 88 members joined us on the day and all feedback has been positive. We have provisionally reserved a date in December 2024!

I have now started to think about Outings for 2024. At the moment I am exploring the possibility of an outing to Chartwell, the National Trust former home of Winston Churchill. I have contacted Woods Travel for the cost of a 49 seater coach and am looking at mid May. Depending on the response we could offer any spare seats to Ems Valley members.

**Hazel Irwin - Membership Secretary**

Our current membership is 254 which has changed little from this time last year. Of that number some 39 members have yet to renew and the Membership Secretary would very much appreciate those members either to pay their annual subscription or to advise her if that is not the intention. 15 members have ended their membership mainly because of age, infirmity or leaving the area. We have welcomed 11 new members since 1 January which is above the average rate through 2023 of 3 per month. The exception to this was last September when, following a particularly successful Emsworth Show, 11 new members joined us. Despite a small increase in the annual subscription our u3a is thriving and there is much to look forward to in 2024.

### **Sandy Bell – Web Administrator**

The Emsworth u3a.org.uk website is our online portal for members and the public to learn about our u3a. It provides our members and the public with information about what we do and what is going on. It is often the first point of contact for prospective members. The site is kept current during the year with changes to the Events, Newsletters, Groups, Contact and other pages keeping them up to date .

Page visits as recorded by the website are a rough indication of how much traffic is received. The counts for the most visited pages during 2023 were:

Welcome Page	10670
Groups Page	4240
Events	2029
Membership	1453
Amble and Pub Lunch	1441
Newsletters	1228

The Welcome page is the busiest as it is likely to be the first port of call for prospective new members.

The Third Age Trust is working to replace the current software, u3a Sitebuilder to Siteworks, a more modern and flexible system that will give Web Admins more flexibility in the appearance of their sites. It uses a content management system called Wordpress which is not bespoke and widely used (a good

thing). Rollout to a small number of sites began in November. There is a pause now while they set up their Helpdesk software and rollout to other 700 sites should continue in the New Year. It is expected that our website will be migrated soon."

### **Questions on the Reports**

The only question from the floor was on whether the membership was full. Whilst some of the groups were full there were always vacancies in the u3a membership.

### **9. Committee Election:**

Only one member of the Committee, David Bittles, the Secretary, has chosen to stand down at this AGM. This is a richly deserved retirement from the committee as David has served as Secretary for 5 years, and has been a wise guide to 3 Chairmen, the committee and the membership. David's sagacity, enthusiasm and wit will be missed. An accomplished replacement Secretary has stepped forward (see below).

Nominations have been received for the following members for the various Committee roles:

Chairman – Adrian Wakeford: Treasurer – Ken Laing: Secretary – Gail Wynne-Jones: Membership Secretary – Hazel Irwin: Web Administrator – Sandy Bell: Speakers Secretary – Gill Davies: Visits and Outings Secretary – Maureen Nicholas: Group Coordinator – Jackie Treacher:

The members showed their appreciation for their committee members and unanimously voted in the new committee.

### **10. Election of Accounts Examiner:**

The Accounts Examiner for the 2024 accounts has yet to be nominated.

### **11. Any Other Business:**

There was no other business.

### **12. Date of Next Meeting:**

21 February 2025

