Emsworth & District u3a

Minutes of 34th ANNUAL GENERAL MEETING HELD ON 21 February 2025 AT ST JAMES CHURCH HALL EMSWORTH

1. **Welcome from the Chairman**. The chairman, Adrian Wakeford, declared that the meeting was quorate, and opened the meeting by welcoming all the members attending.
2. **Apologies for absence.** Apologies had been received from Cherie Robertson, Chris Beale, Sue Peak Young, Gill Polgreen and Tim Matthews
3. **Minutes of the previous AGM held on 16 February 2024**. These had been sent to all members in advance of the meeting.
    a. Proposal to accept these as a true record by Toni Renaud
    b. Seconded by Dorothy Lawson
    c. Carried unanimously.
4. **Matters arising**. There were no matters arising.
5. **Chairmans Report – Adrian Wakeford.**

The Emsworth and District u3a has had a successful year. I strongly recommend the following committee members' reports which I endorse. They are comprehensive and provide a clear insight into our activities.

As always there has to be a note of caution. It remains difficult to encourage members to volunteer for roles running the organisation. It may well be that there will be gaps in our committee ranks this year. Could affect our level of activities this coming year, especially outings.

My heartfelt thanks to the members of the committee, to those that run our groups and to our volunteers. Also thank you members. You are a pre□y good bunch.

6. **Treasurers Report for year ending 31st December 2024 - Ken Laing**

SUMMARY OF ACCOUNTS

The following audited account was prepared on the basis of funds received and payments made in 2024, 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 in which members participating cover
> the costs.

Charity Receipts and Payments: This shows total income of £5928.22 and expenditure of £5991.11, giving a deficit of £62.89. However, the income figure includes £312 in money received from the SET group which will be used to cover a trip in 2025 to the Helicopter Museum. Taking this into account, the deficit would be £374.89 (last year's deficit was £750).

Revenue from membership fees increased by £262.50. Overall, costs rose, the largest increases being for the hire of the parish hall for our monthly meetings (£105) and for speakers (£188). On the other hand, we spent less on new equipment (£195 compared to last year's £740). This year's purchase was a u3a-branded flag banner for use at the Emsworth Show and community exhibitions.

Social Receipts and Payments: Total receipts were £7718, payments £6245.70. The difference is because the receipts figure includes money received from members to cover the cost of the Bletchley Park outing which will take place in 2025.

Funds: The total bank and cash funds at the end of 2024 were £7865.98. However, taking into account the £312 set aside for the SET outing and the £1155 for the Bletchley Park outing, our effective funds at the end of 2024 were £6398.98 (at the end of 2023 the figure was £6456.57). There being little difference between the end of year balance for 2023 and the revised figure for 2024 we have not needed to increase the membership fees for 2025.

RESERVES

Although there is no fixed amount for a u3a's reserves level, as of 31/12/2024 ours adequately covered the recommendation to be able to function for at least the next 6 months.

INDEPENDENT EXAMINER

John Noble kindly agreed to examine the annual accounts - many thanks to John.

2. Copy of the Accounts, signed by the Examiner

Emsworth and District U3A

Charity and Social Account summaries for year ending 31st December 2024

Charity receipts (£)	2024	2023
Subscriptions taken for current year	1,562.00	1,135.50
Subscriptions taken for next year.	2,029.00	2,263.00
From groups (for rent)	1,317.40	1,083.50
U3A Region and Centre	0.00	0.00
Gift Aid Refund	707.82	583.96
Other	312.00	59.00
Total receipts	**5,928.22**	**5,124.96**

Charity payments (£)	2024	2023
Speakers (fee or donation)	732.80	644.00
Room hire - U3A	456.00	351.00
Room hire - Groups	1,272.64	1,129.39
U3A Region and Centre (Beacon, affiliation fee, mailing)	1,603.08	1,588.91
Printing	968.49	1,088.63
Volunteers Lunch	327.70	489.60
Other expenditure	630.40	583.13
Total payments	**5,991.11**	**5,874.66**

Social receipts (£)		
Outings and Trips	5,222.00	3,255.70
Christmas lunch	2,496.00	2,325.00
Miscellaneous		
Total receipts	**7,718.00**	**5,580.70**

Social payments (£)		
Outings and Trips	3,779.00	3,007.30
Christmas lunch	2,466.70	2,363.00
Total payments	**6,245.70**	**5,370.30**

Charity Account		
Charity receipts less payments	(62.89)	(749.70)
Brought forward at 1 January	5,863.96	6,613.66
Carried forward	**5,801.07**	**5,863.96**

Social Account		
Social receipts less payments	1,472.30	210.40
Brought forward at 1 January	592.61	382.21
Carried forward	**2,064.91**	**592.61**

Accounts, as at 31 December (£)		
Charity	5,801.07	5,863.96
Social	2,064.91	592.61
Carried forward at 31 December	**7,865.98**	**6,456.57**

Cash funds, as at 31 December (£)		
Bank balance	7,839.06	6,454.65
Petty cash	26.92	1.92
Carried forward at 31 December	**7,865.98**	**6,456.57**

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.

Income (£)		
Subscriptions taken in current year	1,562.00	1,135.50
Subscriptions taken in previous year	2,263.00	1,946.50
From groups (for room hire)	1,317.40	1,083.50
Group events	0.00	0.00
Gift Aid refund	707.82	583.96
Other	312.00	59.00
U3A Region and Centre	0.00	0.00
Surplus/(Deficit) on Social Account	1,472.30	210.40
Total income	**7,634.52**	**5,018.86**

Expenditure (£)		
Speakers (fee or donation)	732.80	644.00
Room hire - U3A	456.00	351.00
Room hire - Groups	1,272.64	1,129.39
Group events	0.00	0.00
Pay to U3A Region and Centre	1,603.08	1,588.91
Printing	968.49	1,088.63
Volunteer Lunch	327.70	489.60
Other expenditure	630.40	583.13
Total expenditure	**5,991.11**	**5,874.66**

NOTES

1. Assets of value purchased this year: u3a Banner Flag (£195). Other assets with value are a wireless microphone system, projector, various display stands, laptop, gazebo and flipchart boards, at total value approx £750.

2. Receipts from members to pay for next year's outing to Bletchley have been banked and will be used in 2025 to pay for the trip. That is why there is a large surplus in the Social Account at present.

Hon Treasurer.....
Ken Laing

Hon Examiner.....
John Noble

3. Income and Expenditure

Income and Expenditure 2024							
Income				**Expenditure**			
	To A/C	**To Cash**	**Sub-Total**		**From A/C**	**By Cash**	**Sub-Total**
Members Subscriptions 2024	1562.00		1562.00	u3a Membership Fee(245 @ £4)	980.00		
Members Subscriptions 2025	2029.00		2029.00	u3a Magazines(108@£3.60)+2022Adj.	367.08		
Gift Aid from HMRC	707.82		707.82	u3a Beacon Software Licence	256.00		1603.08
From Groups for Room Hire	1257.40	60.00	1317.40	Room Hire for Groups	1272.64		
SET Group Outing	312.00		312.00	Room Hire for Monthly Meetings	456.00		1728.64
				Printing - Newsletter	806.00		
				- Programme	95.00		
				- Cartridge	32.49	35.00	968.49
				Speakers at Monthly Meetings	732.80		732.80
				Volunteers Lunch	327.70		327.70
				Website and email	98.99		98.99
				Monthly Meetings - refreshments	103.58		
				- labels	25.20		128.78
				Emsworth Show - Stall Fee	87.50		
				-Display photos	25.35		112.85
				Marketing - u3a Banner	194.79		
				- u3a Tablecloth	29.00		223.79
				Gifts - Voucher for retiring secretary	50.00		50.00
				Other - Postage	6.00		
				- Files	9.99		15.99
Charity Account Totals	5868.22	60.00	5928.22		5956.11	35.00	5991.11
Deficit on Charity Account	-62.89						
Social Account							
Chartwell				**Chartwell**			
Member Payments	1040.00		1240.00	Coach	875.00		1133.00
Member Payments NT Fees	200.00			National Trust Entry Fees	198.00		
				Member Refunds 3 @ £20)	60.00		
Parham				**Parham**			
Member Payments	2117.00		2117.00	Coach	685.00		1936.00
				Entry Fees	1176.00		
				Member Refunds 2 @ £37.50)	75.00		
Xmas Lunch				**Xmas Lunch**			
Member Payments	2496.00		2496.00	Lunch Bill	2411.00		2466.70
				Chocolates and Flowers for organisers	55.70		
Bletchley (in 2025)				**Bletchley**			
Member Payments	1275.00		1275.00	Coach deposit	120.00		120.00
Social Account Totals	7128.00	0.00	7128.00		5655.70	0.00	5655.70
Surplus on Social Account	1472.30						
Total Income	12996.22	60.00	13056.22	**Total Expenditure**	11611.81	35.00	11646.81
Total Income less Expenditure	1384.41	25.00					
Financial Summary							
Opening Assets	6454.65	1.92	6456.57				
Total Surplus	1384.41	25.00	1409.41				
Closing Assets	7839.06	26.92	7865.98				

7. Adoption of Accounts

Proposed by: John Fawcett
Seconded by David Bittles

8. Committee Reports

Events & Outings Report – Maureen Nicholas

We had two successful Outings this year.

The first was to Chartwell on May 16th. Chartwell is famous for being the residence of Winston Churchill from the early 1940's until he died in 1965.

We had an early start as the first Pick Up Point was 8am but we all coped!

I had many positive responses on this visit, including one that said it was a perfect day!

Our second Outing was to Parham House, Pulborough on Friday 13th September. I was a little nervous about the date!! The weather was glorious and we were able to enjoy the House and Gardens at their best. The staff at Parham were so helpful and made the planning so much easier for me than it sometimes is with National Trust properties. I had many very positive responses to this Outing.

Christmas Lunch

This was held at Chichester College again at the beginning of December. There were 78 members on the list but on the day several were unable to attend. No refunds were made. As far as I know feedback was positive and we have provisionally reserved a date in December 2025.

Speakers' Secretary – Sandy Bell

We were very sorry to lose our dear Gill Davies who passed away last year and who had been an excellent Speakers' Secretary. We have all missed her joie de vivre at the committee meetings.
Fortunately, Gill had already organised some of the meetings when I took over as Temporary Speakers' Secretary.
I am pleased to say that all the talks during 2024 appeared to be enjoyed by our members. The following were particularly well received:-

Nicholas Henderson on “Part 1. Russia – History and Provenance”. This was enjoyed so much, with Nicholas leaving us wanting to learn more, that he has been invited back to give Part 2 on the 21st February, 2025, after our AGM.
Andrew Negus on “Portsmouth – Harlots, Dung and Glory - Part 1 1100-1800”. Andrew has also been invited back to present “Part 2 – 1800-1870” on the 21st March, 2025.
Richard Swaine on “The Bravest of the Brave” which explained the invaluable involvement of the Combined Operational Pilotage Party Organisation based on Hayling Island.
Sheila Willis on “Handbag to Handcuffs” which was an informative and entertaining talk on the journey of Women Officers in the British Police Force.
There are already seven talks, up to and including July, in the pipeline for 2025 which, hopefully, will be as enjoyable as the ones presented in 2024.

Web Administrator – Sandy Bell

The Emsworth and District 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 regularly maintained with updates during the year to the Events, Newsletters, Groups, Contact and other relevant pages
This time last year, the Third Age Trust was working to replace the current software from u3a SiteBuilder to SiteWorks, a more modern and flexible system that gives Web Administrators more flexibility in the appearance of their sites.
I am pleased to report that having completed the migration process from SiteBuilder to SiteWorks, we went live with the new system on the 26th June, 2024, six months before the final switch over date of 13th December, 2024. Hurrah!!! In total 676 mainline u3a websites migrated to the new system.
Having received some favourable comments from our members, there is no question that it is much easier to navigate SiteWorks compared to SiteBuilder which served its purpose 11 years ago.

Groups Coordinator : Jackie Treacher

As expected, there has been some movement within our groups over the year.
This year we have welcomed two new Walking Groups. The Preamables led by Kim Shelley provides a short local walk, mainly on pavement ending with a sociable coffee stop. The pace is set by the group. The Walking Group led by Geoffrey Eardley is for those who like a more challenging walk; normally 5-7 miles and may include stiles and some slopes. These walks will normally end with a pub lunch. Our ever-popular Amble and Pub Lunch group continues to provide walks of around 3 – 4 miles and often avoids stiles. It’s great that we can now offer this range of walking groups to suit varying

abilities. They are a great way to socialise, keep fit and learn about the area, so, if you are interested, please contact the relevant leader, they would love to hear from you.
Regrettably our Poetry and Board Games groups have folded. A big thank you to Carol O'Kane and Gill Polgreen who have successfully led these groups for many years.
During the year Brian Kimber took over the leadership of Scrabble 2 Group from Valerie Allen. Lynne Rand has taken over the leadership of Book Group 2 from Una Rayment.
Many thanks to all.
Richard Bunce has stepped down as leader of the Bird Watching Group and going forward this group will operate on a more 'shared' basis. Valerie Allen has kindly taken over the administration side. There is now a rota in place for the year where members take it in turns to organise and lead a bird-watching trip. This can be done by an individual or working together in small groups of 2 or 3. As we have found with the Art Discovery Group this method works well; it helps share the leadership workload, it's a great way of learning and we have lots of fun. I am currently working with a couple of other groups to move towards this model. So if you have an idea for a new group but unsure about leading it then please get in touch and we might be able to explore different models.
Our groups are the lifeblood of our u3a but inevitably the passage of time means that some will discontinue. Its important that new leaders and new models are explored to ensure the continuation of our groups and hopefully the opportunity to offer new ones.
A big thank you goes to our leaders who do a fantastic job and it would be great to see some new volunteers come forward. I would love to hear from anyone who is interested in being involved in a new group.

Our stand at the Emsworth Show was very successful with lots of interest and resulted in several new members. Our fabulous Sea Shanty Group provided some great entertainment. We made good use of the beautiful tablecloth produced by the lovely craft group and displayed some of the things they have produced. 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 and if you would like us to feature your group at the show, please let me know.

Membership Secretary – Hazel Irwin

The number of our members is stable at 250, of whom 27 have yet to renew for 2025. If you have not paid your subscription would you please do so as soon as possible.

We welcomed a good flurry of new members following a very successful Emsworth Show in August, but as usual this has slowed during the winter and the current average is around two new members per month.

There have been a couple of small changes to the way our u3a is administered. We now record the name of everybody arriving at our monthly meetings, so that in the unlikely event of an emergency we would know exactly who is present. Please do make sure that your name has been ticked on the attendance list. Also our Application Form been adapted to request the details of an emergency contact for new members, and I have asked existing members to provide details of a contact should they wish to do so. These are both measures which are good to have in place, even though they will probably never be needed.

9 Election of the Committee

Nominations:

Chairman	Adrian Wakeford
Group Coordinator	Jackie Treacher
Treasurer	Pamela Eardley
Web Administrator	Ken Laing
Speaker Secretary	Veronica Eccleston
Membership Secretary	Hazel Irwin
Secretary	Gail Wynne-Jones

The chairman proposed that these nominees be elected *en bloc*. This was agreed unanimously by a show of hands.
The position of Events Organiser remains unfilled.

10 Election of Accounts Examiner for 2025: None has yet been appointed

11 AOB: The Chairman presented Maureen Nicholas - the retiring Events Organiser - with a bouquet of flowers, and much thanks for her many years of organising Christmas lunches and interesting outings for members.

12. Date of next AGM: 20 February 2026

The meeting was closed by the chairman