

**Kings Hill & District u3a Minutes of the Annual General Meeting  
held on Thursday 9 June 2022  
at 2.00pm at Kings Hill Community Centre**

**Chair:** Melanie Blewer

110 members in attendance

MB welcomed members and thanked them for attending.

- 1. Apologies:** committee members – Mark Richards and Elaine Scutt  
Members – Kay Richards, Pat & John Graves, Richard & Pat Bowles, Pat Symes,  
Terence & Jeanette Wheeler and Katrina Howard
  
- 2. Minutes of previous AGM/matters arising**  
MB advised this is her first face-to-face AGM since taking on her role. The minutes of the previous AGM have been circulated to members and no questions have been received by the secretary, so a vote was taken and the minutes were approved.
  
- 3. Annual Report of u3a activities – Melanie Blewer**  
MB read her report although it has been circulated to members with the other AGM documents. The main points are:-  
Last year's AGM held via zoom.  
Response to MB email – members were eager to attend social gatherings so went ahead with plans to re-launch our u3a.  
Continued with zoom meetings during summer until our first face-to-face meeting in September which was Sign-up Day. This was well supported with several new SIGs.  
October was official Welcome Back Lunch at The Moody Mare with 125 attending plus Elvis Presley!  
In November our u3a was invited for the first time to lay a wreath at The Running Airman statue on Remembrance Sunday attended by MB and MH.  
Groups co-ordinator organized and produced first KHu3a calendar with photos from a selection of SIGs.  
Handbook was re-designed to give greater information about our organization and SIGs and circulated to members with a festive greetings card from the committee.  
Christmas event was a Hoedown with supper at the community centre.  
The events team organized various events and outings in the early part of this year including a theatre trip, visit to Harry Potter World, Afternoon Tea at Hadlow with in-house entertainment, Keeping Active session with Tai Chi and line dancing, visit to see strictly costumes and Wallace Collection, Who Do You Think You Are behind the scenes talk.  
Other events are quiz night, holiday to Yorkshire, day trip to Michelham Priory.  
At the start of 2022 reverted back to zoom meeting for January but now back to monthly meetings in community centre with members showing support and numbers increasing.  
Throughout the past year the committee has continued to meet regularly followed by my email to keep members up-to-date with decisions and plans for our u3a.  
The committee voted in favour of financial support for Beacon training and first aid training for convenors.  
It was also agreed to keep membership at the reduced rate of £10 until February 2023.

Membership was 463 at last year's AGM and whilst some other u3as have had difficulties, our u3a has continued to go from strength to strength and membership now exceeds 520. Welcome meetings held regularly and are well attended by new members and committee. To conclude MB thanked all members for their positive support throughout the past year and the committee will ensure the ideals of Learning, Laughing and Living Life to the Full continues to be the backbone of our organization now and for years to come.

#### **4. Treasurer's Report and Adoption of Accounts – David Murray**

DM read his report to members and the main points are:-

Finances still remain healthy despite effects of pandemic!

Net surplus of income over expenditure for year is £20,782.58, down from last year.

Gift Aid income down to £698.25 from £1,494.90 in line with membership fee reduction.

He thanked members for signing up to this which generates significant income.

DM mentioned Riviera Travel who donate 10% of cost of members' holidays to u3a if they are aware of these wishes prior to trip taking place and this may be a company members might consider using.

Membership has increased year on year although membership fees have been reduced to £10 for past 2 years and current year. With increased costs in many areas cannot guarantee this will continue from April 2023.

Social activity income has gone up from £1,920 last year to £12,348 this year indicating members want to get back to some degree of normality and the hard work of events team!

Expenditure has obviously started to increase. Equipment costing £2,500 has been purchased to enhance the sound system in the hall and first aid training for convenors to support SIGs costing £405 with £800 earmarked for two further courses.

Richard Fox, our Auditor, checked the accounts and signed them off and was pleased with processes implemented with regard to operation and security of signatories on CAF, Cheque and Cash Accounts. This was done electronically with very few subsequent queries and checks.

Reserves Policy was implemented a year ago reflecting compliance with Charities Commission guidelines and reserves are monitored at committee meetings. The accounts are included in our Annual Report to Charities Commission.

DM thanked Sue Watson, Deputy Treasurer, committee and signatories to the accounts for their support. He also thanked members for using BACS system despite problems and Go Cardless system in paying membership fees, events and receiving refunds where appropriate.

Looking forward to this coming year and return to more 'normal' and active u3a.

#### **5. Examiner of Accounts – Vote of Thanks and Appointment**

DM asked for a vote to adopt the accounts which were approved.

He then advised that Richard Fox is prepared to continue as auditor and a vote to re-appoint Richard Fox was carried.

#### **6. Approval of Changes to Constitution – Melanie Blewer**

MB read the explanation although already circulated to members with a copy of the proposed amendments which have already been approved by National u3a.

The proposed amendments to Section 7 Executive Committee and Officers vi (a), (b) and (c) are:-

vi (a)

A non-officer member of the Executive Committee has a fixed three year term of office and may be re-appointed at the end of that term for a further three year term of office.

vi (b)

An officer member of the Executive Committee (Chairman, Vice Chair, Treasurer, Secretary) has a fixed three year term of office and may be re-appointed to one further term (to give a maximum period of six years service). The individual may not stand for appointment to an alternative office at the end of that maximum six year period. For the avoidance of doubt, if an officer only serves one three year term, he could then stand for appointment to another office for one three year term.

vi(c)

The maximum total period of service of any Trustee (officer/non-officer) shall be six years in any combination of roles whether or not the periods of service are contiguous.

There was one question from a member asking if after the three years the constitution reverted back. MB advised that once an amendment is voted on and agreed by members it remains in force and to change it back would require approval from National u3a and to be approved by members at an EGM/AGM. MB did advise that committee members did not have to stay for six years and agreed there should be a natural turnover.

A vote was then taken to approve the changes to Section 7 vi (a), (b) and (c) which was carried by a large majority.

MB said she is happy to remain as Chair

## **7. Election of Officers and Committee Members**

### **Vacancies to be filled:**

- **Business Secretary**
- **Vice Chair**
- **Committee members**

MB advised no nominations had been received, so cannot proceed with any of these vacancies.

### **Approval of Re-election of the following:**

- Elaine Scutt, Groups Co-ordinator – a vote was taken and Elaine was re-appointed.
- 5 committee members are happy to remain – a vote was taken and they were re-appointed.

Linda Read is standing down but will continue to book the speakers.

- Deborah Langworthy currently a Co-opted Member to be elected a Full Committee Member – a vote was taken and this was approved.

## **8. Any Other Business - None**

MB thanked the committee for their continued enthusiasm and commitment.

She then presented bouquets to Linda Read and Maggie Holmes and thanked them for their support over the past years.

She also thanked the hospitality team.

She then thanked the members for attending and making the AGM possible.

**9. Date of next Annual General Meeting** – to be publicized at a later date.

**The meeting closed at 2.40pm**