

Minutes of the Ninth Woodhall Spa U3A AGM



Date & Time: 2nd May 2019 at 02:30 pm

Venue: Golf Hotel

1 Attendees

74 members were present, giving a quorum for the meeting to proceed.
Apologies were received from 14 members.

2 Chairman's Opening Remarks - Les Wylde

Les highlighted that this was the ninth Woodhall Spa U3A AGM. He reminded the attendees that the agenda had been circulated to all members by email and was available on the website. It was also displayed on screen. After the tea break there would be the appointment of the Executive Committee and Officers for 2019, the Appointment of the Auditor, and details of Groups for the year.

3 Matters Arising from Previous Minutes

There had been no notification of any matters arising from the previous minutes of the last AGM held on 3rd May 2018, and no issues were raised from the floor. This being the case Les requested a proposer and a seconder for the acceptance of the previous minutes.

John Cotton proposed acceptance and Ced Shurben seconded the motion. The majority of the audience also indicated they were in favour by a show of hands. This being the case Les then signed the minutes and passed them on for archiving.

4 Chairman's Report - Les Wylde

Les presented the following as his report:

One highlight of our year takes place in November when we express our heartfelt thanks to group leaders. I would like to thank them again today on your behalf because without all their time and input our U3A wouldn't be what it is. Later Malcolm Capps will give you a report on our groups.

We have updated the details about our U3A on the local Woodall Spa website and at the library. At the same time we updated our Woodall Spa U3A Information Booklet and put it on our website.

Earlier in the year we were able to clarify, with National Office, the use of paid tutors. We cannot use them on a regular basis but we can use paid demonstrators on an occasional ad-hoc basis. Another approach may be to use You Tube tutorials.

A huge thank you to all those members who gift aid their subscriptions. This makes a big contribution to keeping our subscriptions from increasing. We regularly review expenditure and we have reluctantly had to cease printing copies of our monthly newsletter. The costs have increased. We suggest the use of a buddy system whereby someone else in our U3A can show you a copy of the newsletter. We are also looking into depositing one copy in the library.

We have initiated several new initiatives during the year. We are looking at the following: Use of Technology to help us as we age; minimising our impact on our planet, led by our Science group; providing first aid courses; exploring the use of volunteers to enable those who can no longer get to meetings easily still participate as part of our U3A family.

Our membership numbers are very healthy. We keep a careful eye on them but so far the increase has not caused problems at our monthly meetings.

Following the hiatus last year, it is pleasing to see that the Newsletter has gone from strength to strength thanks to the hard work put in by Helen Sawyer our Newsletter editor.

Margaret Reed has redesigned the website to make it easier to use.

We have generally had a good run of speakers during the last year. Most have been very well received although of course one or two have not been by everyone. Ellie Chapman has put together a good programme for the coming year.

The Outings group has enjoyed a good year of varied visits. Pauline Plummer keeps us well informed of activities in this important area.

Paul Membrey our assets Manager has this area well under control and you will have noted the improved sound system with the additional loudspeaker at meetings.

Finally the committee would like to thank all our committee members who have worked so hard and in particular Arthur Platts who has retired this year and to Val Shurben who is about to retire. In addition our heartfelt thanks go to Jean Ellis who stepped into the breach when Arthur became indisposed.

The committee would also like to thank all our members who work behind the scenes to ensure our U3A runs smoothly and we would particularly like to thank those who help with welcoming, those who help move chairs and tables and those who provide refreshments at monthly meetings.

Mike Derwent proposed acceptance and Bennie Membrey seconded the motion. The majority of the audience also indicated acceptance by a show of hands.

5 Treasurer's Report - Jean Ellis

I have presented the accounts in the format I used when I was previously Treasurer. These are Income and Expenditure accounts which have been audited by Charles Hickman. Charles is willing to do the accounts next year, and I thank him for his services.

The subscriptions shown relate only to the year to 31.3.19. Subs for 2019/20 which were paid before 31.3.19 will be included in the 2019/20 accounts and the sums involved can be seen in the Balance Sheet on the reverse of the accounts.

Gift Aid has increased from £360 to £423.75. This is a helpful source of income and I would ask all of you who are tax payers to consider gift aiding your membership subs.

The item shown as capitation in these accounts will be shown as "per capita" next year. This is as requested by U3A main office.

The income from the groups exceeds the expenditure because some groups have collected their subs in advance. The relevant expenditure will be shown in the 2019/20 accounts.

Cash income and expenditure is now included in the main accounts and not in a separate cash account.

The balance at the bank in the main account at 31.3.19 is £6855.82.

Social Account

In order to ensure that the cost of each trip and ongoing expenses are met, the Outings Group Committee has to price each trip carefully. This is a difficult process and I consider that they have done extremely well to open and close the year with approximately the same sum on hand. As can be seen from their accounts on the reverse of the accounts sheet any profits have been used to cover the cost of room hire and other associated expenses. I should like to thank Pauline Plummer for her good work as Treasurer of the Outings group.

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I shall give the incoming Treasurer all the help I can during the take-over period, and wish them all the best.

Helen Sawyer proposed acceptance of the Treasurer's Report and Ced Shurben seconded the motion. The majority of the audience also indicated acceptance by a show of hands.

----- **At this point the meeting adjourned for a tea break** -----

6 Appointment of Executive Committee and Officers for 2019/20

The following Committee members have agreed to serve for a further year:

Les Wylde	Chairman
Pauline Plummer	Outing's Group Co-ordinator
Wendy Cotton	Membership Secretary
Malcolm Capps	Group Co-ordinator
Helen Sawyer	Newsletter Editor
Margaret Reed	Website/Minutes Secretary
Paul Membrey	Asset Manager
Ellie Chapman	Programme Secretary

John Cotton proposed acceptance of the Committee and Margaret Cole seconded the motion. The audience also indicated acceptance by a unanimous show of hands.

Les then requested a proposer and a seconder for the appointment of Lynn Duggins as the new Treasurer

Margaret Cole proposed acceptance and Mike Derwent seconded the motion. The majority of the audience also indicated acceptance by a show of hands.

Les then requested a proposer and a seconder for the appointment of Carmel Sefton as the new Business Secretary

Irene Derwent proposed acceptance and John Cotton seconded the motion. The majority of the audience also indicated acceptance by a show of hands.

Finally he also requested a proposer and a seconder for the proposal to appointment Charles Hickman to the role of Auditor for next year's accounts.

Ced Shurben proposed acceptance and Lynn Noel seconded the motion. The majority of the audience also indicated acceptance by a show of hands.

7 Group Co-ordinator's Report - Malcolm Capps

Firstly let me thank all those people who are leaders of the Groups. Their role is vital in our organisation.

There are currently 40 separate groups with a good spread of subjects. Some of them are duplicated, but individual groups have their own identity and character. Duplicated groups include Family History, French, Reading, Luncheon

Some meet seasonally, monthly, fortnightly or weekly. Some have detailed programmes of study, others wander where the fancy takes them. Some have a rigid format, others are anarchic.

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I have concerns about the future of Aviation, Musical Appreciation and Gardening groups, all of which need new leaders. I would welcome anyone who feels they may be able to take on these roles.

The best groups are those where all group members are involved in arranging the programme. This shares out the work, and leads to greater involvement and a wider range of activities, tailored to the needs of the members. You own the groups.

Groups with waiting lists are also a problem. It is frustrating for new members to find that the groups they wish to join are full and waiting lists never shorten. The size of groups is necessarily limited by where they meet. There is also the problem of lack of spaces for groups to meet in Woodhall. The Quiz Group nearly became an outdoor activity.

I have tried to form new groups where possible but this takes time. Please remove your name from any group lists if you no longer wish to be part of a group.

For the future I should like us to consider forming groups with shorter, finite lives to learn more about specific subjects.

Most group leaders have submitted reports which are on the notice board for you to read during the break.

I have been impressed by the learning and enjoyment within the groups. Anyone who belongs to the Country Dancing group knows that there has been plenty of learning, laughter and enjoyment, though not necessarily in that order of magnitude.

I should like to finish with a quotation from Ivor Manley which sums up for me the U3A: "Those who teach also learn, and those who learn shall teach".

Thank you for listening and for all your help.

8 Any Other Notified Business

There had been no other notified business received so the meeting closed at 3:45 pm.

Minutes Approved:

Les Wylde

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Attachment 1

WOODHALL SPA		Income & Expenditure Account				
		For the period up to:- 31 March 2019				
Description	Apr 2018 to Mar 2019	Previous Year				
Income						
Curent Year Subs - Paid Prior Year	0.00	2,351.50				
Current Year Subs - Paid Current Year	3,540.00	1,364.00				
Subsequent Year Subs - Paid Current Year	0.00	345.00				
Gift Aid	423.75	360.00				
Diaries	135.00	160.00				
Calendars	349.44	445.65				
Donations	175.00	0.00				
Room Hire - Groups	1,528.90	0.00				
Other	0.00	119.43				
Total Income	6,152.09	5,145.58				
Expenditure						
Capitation	812.00	812.00				
Refreshments - AGM	165.00	195.00				
Room Hire - AGM	125.00	0.00				
Group Leaders Meeting	238.00	240.00				
Direct Mail	439.32	402.75				
Diaries	135.00	160.00				
Calendars	333.00	445.65				
Newsletter	291.60	204.00				
Committee Expenses	191.97	431.46				
Fixed Assets	0.00	0.00				
Room Hire - Groups	1,446.60	0.00				
Printing & Stationery	401.62	33.91				
Bank Charges	15.00	0.00				
Speakers	857.00	715.00				
Room Hire - Monthly Meeting & Refreshments	436.92	565.39				
Other	299.24	350.23				
Total Expenditure	6,187.27	4,555.39				
Surplus/(Deficit)						
Balance carried over from prior year	3,958.51	3368.32				
Cash carried over from prior year	13.00					
Total	3,936.33	3,958.51				
Asset Register (Capital items written off in 2018/9)						
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Balance Sheet

As at:- 31 March 2019

Assets		Description
Balance at Bank (statement)	6855.82	
Cash in hand	1.53	
Total	6857.35	
Liabilities		
Unpresented cheques	266.02	
Unreconciled deposits	0.00	
2019/20 subs paid in 2018/19	2655.00	
Reserves	3936.33	
Total	6857.35	

The Woodhall Spa U3A 2018/19 Annual Accounts prepared by Jean Ellis, Acting Treasurer

Signed *Jean Ellis* Date 4th April 2019

The Woodhall Spa U3A 2018/19 Annual Accounts agreed by Les Wylde, Chairman

Signed *Les Wylde* Date 15th April 2019

I have examined the Woodhall Spa U3A 2018/19 Annual Accounts and in my opinion they are in agreement with the bank account, bank statements and vouchers and they give a true and accurate record of the Group's affairs as at 31st March 2019

Name *A.C.J. HICKMAN* Date 5th April 2019 Signature *A.C.J. Hickman*

Outings Group Income/Expense Summary

Outing	Date	Income	Expenditure
Float carried over from 2017/18		386.35	
Cambridge	13/06/2018	720.00	676.75
Sandringham	25/07/2018	945.00	895.00
Blickling Hall	27/09/2018	877.50	858.50
Nottingham Playhouse "Madness"	17/11/2018	1050.00	1001.60
Sheffield & Cutler Hall	22/11/2018	523.00	506.00
Tattershal Carols	01/12/2018	140.00	140.00
Riverhead Theatre, Louth	23/02/2019	640.00	665.00
Expenses			143.00
Total		5281.85	4885.85
Surplus			396.00