



ANNUAL GENERAL MEETING

MONDAY 8 OCTOBER 2018

2.00 pm

CHRISTCHURCH BAPTIST CHURCH

1 BEACONSFIELD ROAD

CHRISTCHURCH

BH23 1QT

UNIVERSITY OF THE THIRD AGE

Charity No. 1091197

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Committee Members

Name	Position	Tel No	Email address
Norman Richards	Life President	01202 480493	p.richards4310(a)ntlworld.com
John Wingfield	Chair	01202 476631	chair(a)christchurchu3a.org.uk
Jill Dale	Group Co-ordinator	01202 433284	Groups(a)christchurchu3a.org.uk
Ginette Porter	Secretary	01202 619617	secretary(a)christchurchu3a.org.uk
Jan Harris	Treasurer	01202 427523	treasurer(a)christchurchu3a.org.uk
John Fairbairn	New Member Contact	01202 424466	newmembers(a) christchurchu3a.org.uk
Eileen Lancaster	Membership Secretary	01202 566387	membership(a)christchurchu3a.org.uk
Helen Heatley	Programme Co-ordinator	01202 580199	programme(a)christchurchu3a.org.uk
Dee Collins	Assistant Programme Co-ordinator	01425 272378	asstprogramme(a) christchurchu3a.org.uk
Lin Booth	Venues' Secretary	01202 430107	venues(a)christchurchu3a.org.uk
Janice Miller	Vintage Brass	01202 426855	vintagebrass(a)christchurchu3a.org.uk
Bud Thornley	Publicity Organiser	01202 421025	publicity(a)christchurchu3a.org.uk
Ron Watson	Magazine Editor	01202 429642	magazine(a)christchurchu3a.org.uk
	Non Committee Members		
Sarah Ward	Minutes Secretary	01425 272665	
Chris Powell	Web Master	01425 489592	Webmaster(a)christchurchu3a.org.uk
Archie Hoggan	Technical Co-ordinator	07905 864455	technical(a)christchurchu3a.org.uk
Cherry cook	Epicentre Manager	01425 275056	office_manager(a)christchurchu3a.org.uk
Audrey Payne	Epicentre Manager	01202 395066	office_manager(a)christchurchu3a.org.uk
Veronica Evans	Social Events Coordinator	01202 250067	ve.evans22(a)icloud.com
Jennet Lambert	Speakers' Secretary	01202 476631	speaker(a)christchurchu3a.org.uk
TBA	Treasurer (Travel Groups)		
John Childs	Examiner of the Accounts	01202 486864	

CHRISTCHURCH UNIVERSITY OF THE THIRD AGE

ANNUAL GENERAL MEETING

**MONDAY 8th OCTOBER 2018
at 2.00pm**

AGENDA

- 1 APOLOGIES FOR ABSENCE
- 2 MINUTES OF LAST YEAR'S AGM 2 OCTOBER 2017
- 3 CHAIR'S REPORT
- 4 FINANCIAL REPORT
- 5 APPROVE THE CONTINUED APPOINTMENT
OF THE EXAMINER OF THE ACCOUNTS
- 5 ELECTION OF MANAGEMENT COMMITTEE
- 6 PROPOSITIONS RECEIVED
- 7 ANY OTHER BUSINESS

The meeting will be followed by entertainment from U3A's own Showtime Group led by Jane Sykes.

Free tea, coffee and biscuits will be available at the conclusion of the talk.

Christchurch Annual General Meeting

Minutes of the Annual General Meeting held at Christchurch Baptist Church on Monday 2 October 2017 at 2.00 pm.

Present: A list of those members present is attached to these minutes.

1 Apologies for Absence:

Apologies for absence were received from: Christine and Richard Ashdown, Ken and Mary Basham, Brian and Debbie Clarke, Dawn D'arcy, Vera Gibbons, Sheila Harley, Jo Harmsworth, Helen Heatley, John and Linda Rossell, Melissa Sheppard and Bob Taylor.

2 Minutes of the previous Annual General Meeting held on Monday 10 October 2016

The minutes were accepted and signed as a true record by the Chairman.

Proposer: Adrienne Peters; Seconder: Jill Dale
There were no matters arising.

3 Chair's Report

Accepted. No vote required.

4 Financial Report

In answer to a query from the floor, the reserve is subject to Charity Commission rules.

Accepted. Proposer: Lindsay Turner; Seconder: Chris Powell

5 Approve the Continued Appointment of the Examiner of the Accounts

Approval of John Childs as Examiner of the Accounts.

Proposer: Lynda Thornley; Seconder: Eileen Lancaster.

6 Proposed Constitution changes

(1) Section 2. Removal of the age restriction

This revision no longer references age as a prerequisite to membership of Christchurch U3A.

Proposer: Dee Collins; Seconder: Maureen King

Accepted: 64 votes in favour

(2) Section 4 (b). Clarification and amendment of committee members

This revision states that the Vice Chair may also hold another Committee post.

Proposer: Margaret Norris; Seconder: Pauline Richards

Accepted: 70 votes in favour

(3) Section 4 (c) Life President role

This paragraph has been added stating that a Life President shall also be an ex Officio member of the Committee and entitled to attend Committee meetings, voice an opinion on subjects under discussion and vote on such subjects.

Proposer: Jan Harris; Seconder: Nina Blake

Accepted: 76 votes in favour

7 Election of Committee Members for 2017/2018

Jennet Lambert is standing down as Christchurch U3A Chair.

John Wingfield, the new Chair, was introduced to the floor. His appointment has already been proposed and seconded.

Current Committee Members, with the exception of Bernard Crowell (Business Secretary) who is standing down due to ill health, are standing for re-election en bloc.

Accepted: 72 votes in favour.

Those in attendance were introduced to the floor. These were: Dee Collins (Assistant Programme Co-ordinator), Jill Dale (Group Co-ordinator), John Fairbairn (New Member Contact), Jan Harris (Treasurer), Eileen Lancaster (Membership Secretary), Margaret Norris (Venues Secretary) and Bud Thornley (Publicity Organiser).

A request was made for a replacement Business Secretary and an email will be sent to all members.

8 Any Other Business.

The following comments were received from the floor. These will be considered at the next Committee meeting on Friday 6 October.

A) Pauline Crinnion (Epicentre Manager) made an urgent request for volunteers to man the Epicentre office. This is open three mornings a week and parking fees can be reimbursed. There is a likelihood of office closure if insufficient helpers are not found.

B) Bud Thornley (Publicity Organiser) said the Digital Listener, ideal for those who are hard of hearing, could open doors. Members should not feel they have to stop going to groups because of hearing problems. One is currently kept at the Epicentre for use in groups. For anyone wishing to purchase, the cost of the Digital Listener is around £100.

Jan Harris expressed a thank you to Jennet Lambert who has stood down as Chair, whilst still maintaining a commitment to the U3A. A rose plant and gift card was presented to her.

There then followed an interesting talk, illustrated by slides, by Shirley Critchley on 'The Early Days of Wimbledon'. She talked about the origins, development, changing fashions and traditions of Wimbledon.

Tea and coffee was then served.

The meeting closed at 3.15 pm.

Report from the Chair

In my first year as your Chair, I hope that I have continued the successes of my predecessor. In 2018 we had 1166 members and several new groups.

Of note within this has been a new Ukelele group which attracted nearly 50 people at their opening information day. It has settled down to over 30 members. Another notable group was the Review Group under Jane Sykes which has produced two excellent musical shows this year which were a sell-out.

Christchurch U3A Singers produced their usual high standard Christmas Celebration which was much enjoyed by all.

Vintage Brass have presented a series of concerts throughout the year raising much needed funds for specific charities.

I think everyone can be proud of what has been done over 2018.

Early in the year Chris Powell, our webmaster, updated our website. It is user-friendly and very informative. It is something to be proud of.

The most significant change in 2018 has been the increased effort in Public Relations. Bud Thornley has done a terrific job in getting us into local publications like the Christchurch Eye and the Mundeford magazine. He is writing articles every month on different group activities, which must make our name more recognisable.

Then we were involved in two festivals - the Flower Festival and Shake N 'Stir in Southbourne, The first was organised by Dee Collins with a very attractive stand. The second was Bud Thornley's which aroused a lot of interest. John Fairbairn is also giving talks to local groups. Jill Dale joined him with one in June. All this must make our name better known and we hope will result in an increase in new members.

We also changed the date we issued the new 2018/19 programme from July 31 to July 9. The aim was to make us more competitive with other local U3A's.

Finally we have more office volunteers than ever before, including some enthusiastic and promising new volunteers, and we are planning to improve their training.

Finally I would like to thank all our committee members for their continued hard work and support over 2018 which has made this year such a success. Also my thanks go, too, to the non-committee Management Team who have also worked tirelessly behind the scenes.

Also I must thank you, the members, for all your support and the great energy you bring to Christchurch U3A. You can be truly proud of this great organisation of which we are all a part.

John C. Wingfield

The Treasurer's Report
Period Covered 1st August 2017 – 31st July 2018

The increase in subscriptions for the year 17/18 has ensured that income was greater than expenditure. It must be remembered that for every £42.00 received, £3.50 goes to U3A National Office.

Although subscriptions were increased, the Committee have also looked at cost cutting. A franking machine has been leased to cut postage costs, and a change of printing company regarding Active News.

As always, Gift Aid is a welcome means of income, but not a guaranteed amount.

Increases in costs are inevitable. We have already been advised that from September two of our main venues are increasing their hire charges by 10 – 17%. Venue hire is 70% of our expenditure. All effort is made to ensure value for money with regard to the hire of venues, but facilities, accessibility, parking and being close to a bus route must be taken into consideration, so all members can use the premises.

Social and fund raising.

As in previous years, I need to remind you that this account is ongoing and straddles the financial period, therefore payments and receipts for theatre and events do not equate.

Thank you to the event organisers for their care in ensuring this account remains stable.

Reserve Account

Both the account and share value have increased by a small amount.

Jan Harris

Vintage Brass

Summary of Accounts 1 May 17 - 30 April 18

	Income	Expenditure
Balance brought forward	7549.73	
Spring Concert 2017	208.00	157.00
Autumn Concert 2017	1307.53	1111.94
Christmas Concert 2017.....	1526.89	1275.00
Friends & Family Concert.....	354.00	138.27
Spring Concert 2018	1666.00	194.25
Concert Fees		
New Year Lunch	1140.00	1086.00
Donations	213.26	
Marshalling	400.00	
St James Institute Hall Hire	67.00	
St James Institute Membership		54.00
Sundries		90.79
Printing/copying		435.31
Stationary		4.36
Uniforms		10.00
New Music		1333.84
Instrument Servicing		178.39
Away Days	1666.00	1408.47
Refreshments		24.89
Musical Director's Fees		1850.00
Yearly/termly subscriptions	1570.00	
Banners		259.20
Hall Hire		120.00
Total	10118.68	9731.81
Balance carried forward		7936.60

Travel Group Year End 31-7-2018

Month	USA RECEIPTS SUMMARY 2017/18				Page 3	
	Amount	Subs 17/18	Subs 18/19	Gift Aid	Advertising	Other
Aug 17	✓ 11157.45	11117.45		0.00	40.00	0.00
Sep 17	✓ 4963.26	4948.26		0.00	15.00	0.00
Oct 17	✓ 3012.24	2919.74		0.00	92.50	0.00
Nov 17	✓ 1388.83	1288.83		0.00	100.00	0.00
Dec 17	✓ 513.54	513.54		0.00	0.00	0.00
Jan 18	✓ 1011.41	991.41		0.00	0.00	20.00
Feb 18	— 0.00	0.00		0.00	0.00	0.00
Mar 18	✓ 7027.26	532.75		6454.51	0.00	40.00
Apr 18	✓ 333.47	218.47		0.00	75.00	40.00
May 18	✓ 1714.98	22.00	1692.98	0.00	0.00	0.00
Jun 18	✓ 10785.60	0.00	10777.81	0.00	0.00	7.79
Jul 18	✓ 12485.04	0.00	12236.04	0.00	0.00	249.00
total	✓ 54993.08	22552.45	24706.83	6454.51	322.50	356.79
-payments	46108.25					
-open bal	8284.83					
c/bal	12880.12					
c/bal	21164.95					

Opening Balance 1055.65
 Receipts 15290.85
 Payments 15141.80
 Total 16346.53
 Balance c/forward 1204.73

✓ C' Fwd
 ✓ C' Fwd

USA PAYMENTS SUMMARY 2017/18										
Month	Amount	Venues	Maint & Equip	Print, Post Stationery	Speaker	Refunds	GL Exps	Epicentre Costs	Sundries	Advertising
Aug 17	✓ 1792.74	456.50	0.00	1261.18	0.00	42.00	0.00	33.06	0.00	0.00
Sep 17	✓ 1320.52	677.80	78.74	336.00	55.00	80.50	59.42	33.06	0.00	0.00
Oct 17	✓ 2174.01	1238.08	67.10	0.00	56.00	126.00	131.27	33.06	177.00	345.50
Nov 17	✓ 2927.83	2520.55	0.00	203.76	0.00	0.00	0.00	33.06	0.00	170.46
Dec 17	✓ 4122.49	3419.07	3.00	466.78	80.00	0.00	0.00	87.99	65.65	0.00
Jan 18	✓ 4487.91	4372.85	0.00	0.00	40.00	42.00	0.00	33.06	0.00	0.00
Feb 18	✓ 3665.24	2810.62	0.00	739.56	50.00	0.00	0.00	33.06	32.00	0.00
Mar 18	✓ 6156.44	4620.23	549.00	149.78	50.00	126.00	18.00	493.43	0.00	150.00
Apr 18	✓ 3019.55	2833.99	0.00	101.00	0.00	0.00	0.00	44.56	40.00	0.00
May 18	✓ 2231.72	1100.72	48.99	988.64	60.00	0.00	0.00	33.37	0.00	0.00
Jun 18	✓ 3707.58	3464.02	30.00	0.00	50.00	21.00	0.00	33.06	42.00	67.50
Jul 18	✓ 10502.22	4525.29	0.00	735.29	0.00	21.00	0.00	33.06	5187.58	0.00
Total	✓ 46108.25	32039.72	776.83	4981.99	441.00	458.50	208.69	923.83	5544.23	733.46
CCLA Accounts										
		£								
Subs Fund Int.		14.87	Jun							
Social Fund Int.		2.24	Jun							
Reserve Fund Int		21.16	Jun							
Subs Acct		14545.89								
Social Acct		2187.88								
Reserve		20698.59								
Reserve Shares		7519.68								
		44990.31								

USA RECEIPTS SUMMARY 2017/18										Page 6
Social and Fund Raising Account										
Month	Amount	Theatre	Visits	Events	Other	Choir	Revue			
Aug-17	✓ 1755.00	1255.00				500.00				
Sep-17	✓ 1401.00	1401.00								
Oct-17	✓ 214.00	214.00								
Nov-17	✓ 479.45						479.45			
Dec-17	✓ 34.00	34.00								
Jan-18	✓ 912.00	912.00								
Feb-18	✓ 64.00	24.00			40.00					
Mar-18	✓ 2327.00	2107.00				220.00				
Apr-18	✓ 55.00	55.00								
May-18	✓ 2835.64	1428.00		543.50	481.14	383.00				
Jun-18	✓ 292.00			272.00	20.00					
Jul-18	✓ 10369.09	7430.00		815.50	541.14	1103.00	479.45			
open bal	✓ 3939.17									
	✓ 14308.26									
payments	✓ 8318.80									
/a bal	✓ 5989.46									
USA PAYMENTS SUMMARY 2017/18										
Month	Amount	Theatre	Visits	Events	Other	Choir	Revue			
Aug-17	✓ 746.00	746.00								
Sep-17	✓ 1763.03	1446.50				316.53				
Oct-17	✓ 1283.47	1164.50				118.97				
Nov-17	✓ 147.00						147.00			
Dec-17	✓ 532.50	525.00					7.50			
Jan-18	✓ 1791.00	1501.00		250.00	40.00					
Feb-18	✓ 350.00	350.00								
Mar-18	✓ 144.50									
Apr-18	✓ 1372.30	1372.30				110.00	34.50			
May-18	✓ 189.00				189.00					
Jun-18	✓ 8318.80	7105.30		250.00	229.00	545.50	189.00			
Jul-18	✓ 8318.80	7105.30		250.00	229.00	545.50	189.00			

Independent Examiner's Report on the Accounts

Signed	<i>E.S. Childs</i>	Date	13/8/2018
Name	Mr EDWARD JOHN CHILDS		
Relevant professional qualification(s) or body (if any)	SENIOR AUDITOR CLERK (HUGHES ALLEN PAYME STONE) ACCOUNTANTS BRAY & SEAR CHARTERED ACCOUNTANTS		
Address	52 STOUR ROAD CHRISTCHURCH DORSET BH23 1LW		

Notes