

**MINUTES OF THE 22<sup>nd</sup> ANNUAL GENERAL MEETING OF HASLEMERE U3A HELD ON  
MONDAY, 13 NOVEMBER 2017 AT 2.00PM AT HASLEMERE HALL**

Stephen Bennett welcomed members and guests to the open meeting.

**1. Apologies:** Ann Tauwhare, Seb Welford, Maureen Timms, Pauline Colcutt, Anne McMenemy Sharon Simister, Nicole Wordsworth, David Jeffers, Gillian Taylor, Marion Dell, Michael and Jean Clark

**2. Minutes of the 21<sup>st</sup> AGM:** The minutes of the 21<sup>st</sup> AGM, the calling notice and agenda together with the Chairman's report had been published on our website. The calling notice and agenda for the 21<sup>st</sup> AGM had also been posted on our notice board. A printed copy of the minutes of the 21<sup>st</sup>AGM, calling notice and agenda, Chairman's and Treasurer's reports and statement of accounts had been made available to all members attending the AGM. There were no amendments or objections to the minutes of the 21<sup>st</sup> AGM and they were duly signed by the Chairman, Stephen Bennett.

**3. Chairman's Report:** The following report was presented by the Chairman, Stephen Bennett,

**Chairman's Report 2016 – 2017**

*Haslemere U3A continues to grow. We now have around 600 members and 53 groups. When I was first Chairman, five years ago, we had around 400 members and 37 groups. This means that tasks we perform of keeping the show on the road has become greater than before.*

*There have been many notable achievements in the year since the last AGM; there have been three splendid trips to Highclere, Compton Acres and the Houses of Parliament and many other achievements by each of our groups, which were described in your Yearbook.*

*We are very lucky to have so many members willing to run groups for us. Many of our groups now have Organisers rather than Leaders, where members take it in turn to lead, but the organiser makes sure that there is always somebody there each time. We need to cherish our Leaders and I would like to ask you all to think of ways to make their jobs easier and more enjoyable.*

*Your committee have been unstinting in their efforts over the past year: they have all done a splendid job. Some of them are stepping down and giving some youngsters the chance to have a go instead.*

- **Margaret Mowatt** has been our Membership Secretary for six long years and has been on top of the job throughout. That is in addition to an earlier two year stint as General Secretary. Not only has she masterfully managed the membership, but has been a constant guide and friend in committee too.
- **Susanna Brown** has completed her three year term doing publicity and is leaving the committee. Susanna has contributed a lot to the committee, most memorably getting us all to create proper job descriptions for the roles we perform.
- **Jane Martin** has been our Accommodation Officer for a year, but unfortunately has to step down now. Jane has undertaken her role in a most professional manner and we are very sorry to lose her.

*I now ask Margaret, Susanna and Jane to step forward and accept our thanks for jobs well done.*

Stephen Bennett  
Chairman

**4. Treasurer's Report:** The following report and statement of accounts for the year ending 31 August 2017 were presented by the Treasurer,

**Treasurer's Report  
Haslemere U3A for the year ended August 31<sup>st</sup> 2017**

*The year just ended on 31<sup>st</sup> August has been another successful one for the Haslemere U3A. A year ago the Committee set the goal of breaking even on the accounts for the year after many years of running surpluses and building up reserves. This broad goal has been achieved with a surplus for 2016-17 of £847, as compared with a surplus of £3258 for the previous year. The effects of the Committee decisions to reduce membership fees from £12 to £10 has been as expected although membership fees overall have only reduced 10% as the membership has grown by about 9%, with new members up about 19%. The consequential effect of a small reduction in giftaid payments from the revenue are as expected.*

*The activities of groups have been broadly self-financing with group expenses steady and room rents moving ahead in line with inflation. Charges from Central U3A for subscriptions and the magazine have both gone up, affected by the increasing membership and (in the case of the magazine) by cost increases.*

*The effect of halving the cost of monthly meetings from £2 to £1 has been to reduce the income from general meetings by some 43% and there has been a trend in cost increases both due to rents and speaker expenses. Looking forward, to ensure that these meetings are sustainable, the Committee has decided to put the cost back to £2 per meeting at which level they will still run a deficit, albeit reduced from this year.*

*Group charges have been reviewed and some changes have been made to reflect the costs going forward with a view to sustaining the position that each group (within a small margin) is self-sustaining and meets its own costs. These changes have been minor overall.*

*Administrative and other costs have been well contained and are in line with the previous year.*

*The organisation ends the year with sound finances, with cash at bank of some £6312, and other financial assets available to it totalling some £25,409.*

*It can, therefore, look forward with confidence, and the Committee has been able to leave the membership subscriptions unchanged for the coming year at £10.*

*To clarify the accounts and because no use has been made of them for several years, it has been decided to release the provisions for travel and equipment replacement, which increases reported reserves by some £4228, but in reality does not affect the financial position of the organisation at all.*

*I would like to thank my predecessor, Peter Howard, for handing the financial affairs on to me in such excellent order, and the Committee for their help during the year in both managing the affairs of the Haslemere U3A and in addressing the various issues that have arisen so positively. The Haslemere U3A can look forward with confidence to the future.*

*Michael Foster  
Treasurer*

Michael asked if there were any questions. Geoff Wise referred to the £25,409 assets currently held by the Haslemere U3A which were gaining little interest. He felt that this money should be ploughed back into the U3A for the overall benefit of members. Michael explained that the goal was to run down the reserves. The Committee had agreed the membership fee should be sustained for the foreseeable future even though the cost of rents had risen, the monthly meetings were running at a loss and the charges from Central Office had increased for subscriptions and the magazine. The Committee will continue to monitor the situation.

The meeting agreed to adopt the accounts.

**5. Election for Committee Vacancies:** The following members are due to retire this year, Margaret Mowatt (Membership Secretary), Susanna Brown (Publicity Officer), Jane Martin (Accommodation Officer). Les Colcutt and Seb Welford (Co-Opted members) are prepared to continue as Yearbook Editor and Web Master.

The vacancies will, therefore, be Membership Secretary, Accommodation Officer, Publicity Officer and General Committee Member.

The following nominations have been received and details published prior to the meeting:- Membership Secretary Clare Fripp, Accommodation Officer John Moxon and Publicity Officer Allen Chubb. As no nominations for the post of General Committee Member had been received the Committee have the power to elect someone during the year. The appointment of the new nominations for the Committee was agreed.

**6. Appointment of Auditor for 2017/2018:** Kate Colley agreed to stand again for the coming year as Auditor. Stephen thanked Kate for agreeing to audit the accounts for the forthcoming year. As a result of this year's audit, recommendations had been made for us to tighten up accounting procedures. The recommendations had been implemented by the Committee.

#### **7. Any Other Business:**

- I. **Constitution:** Dianne Bennett asked that consideration be given to changing the constitution to extend the Chairman's term of office from two years to three years. This would enable a chairman to use the experience gained for an extra year for the benefit of the organisation. Several previous chairmen who were present put forward different opinions on this suggestion. Margaret Mowatt pointed out that if the constitution was to be changed to lengthen the Chairman's term of office, then consideration should be given for the same change to be made to the posts of Secretary and Treasurer. Stephen said he had noted the points raised in the discussion and the Committee would decide the best way forward.
- II. **Thanks:** Lesley Wilson said that on behalf of the membership, he wished to express his thanks to the Chairman and Committee for their work during the previous year.

There being no further business the meeting closed at 2.40pm.