



## MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 21<sup>ST</sup> SEPTEMBER 2020 BY VIDEO CONFERENCING

The meeting was conducted by James Dwyer, Acting Chairman, who thanked those attending Saffron Walden U3A's AGM.

He explained that due to Government restrictions resulting from the Coronavirus pandemic, the AGM was being conducted via Zoom, a video and audio conferencing system. This is in accordance with our Constitution and with Third Age Trust guidance.

In accordance with the Constitution the committee would be standing down.

### Present

The following members were present:

James Dwyer, Ann Treglown, Tony Treglown, Steve Messenger, Mary Curtis, Hilary Price and Chris Duffy. In addition Martin Hugall and Margaret Garland were present by view only video link.

### Apologies for absence

Apologies were registered from John Trueman, Brian Kerrison and Betty George.

### Minutes and Approval from the last AGM

The minutes, which were distributed to all members in April 2020 'Update' magazine and have been made available on our website, were not read by the Secretary.

Jim Dwyer proposed and Mary Curtis seconded that these be adopted as a true record.

Agreed Nem.con.

### Acting Chairman's Report

The Deputy Chairman, James Dwyer presented the following report:

Well, what a year it's been – sad, unprecedented and challenging. Having got off to a good start, we had the very sad news just before Christmas that our Chairman, Janet Pearson, passed away peacefully following a long illness; she is, and will be, greatly missed.

As Vice-Chairman, the Committee elected me to be Acting Chairman up to this AGM when I shall be standing again. I would like to thank the Committee for their support and hard work during this difficult period, especially Ann Treglown who is relinquishing her position as Treasurer after 5 years but will be standing to remain on the Committee. I would also like to thank Martin Hugall for keeping our website up to date and, of course, our coordinators without whom we could not function.

In March we were hit with the Coronavirus Pandemic and the Government's lockdown, resulting in the closing of all U3A classes and venues and the cancellation of all meetings, events and visits. This presented a real challenge to our U3A, albeit not nearly as challenging as to health services and businesses across the world.

But we have all kept in contact by telephone, text, email and FaceTime, and some of us discovered Zoom – the online communication system that allows you to set up virtual video and audio conferencing.

The Committee adopted this system for their monthly Committee Meetings - U3A business had to continue even without any classes or activities. But our members are nothing if not resourceful, and very soon classes were starting up on Zoom and people were learning to cope with this new technology. As you know, some of the Government's restrictions have now been eased and members are able to meet face to face albeit in restricted numbers. Most recently some new restrictions have had to be introduced as Coronavirus cases have begun to increase again in the UK.

But the Committee, in spite of the restrictions, is planning for the day that normality will return. We anticipate that it will be a gradual process and are following carefully Government and Third Age Trust guideline advice and our own common sense. I sincerely hope that all our members keep safe and that we can all look forward to the day when we resume our numerous activities once more.

### Treasurer's Report

Ann Treglown, the retiring Treasurer, presented her financial report:

The annual accounts and financial statements have been prepared using applicable Accounting Standards and have been examined by an Independent Examiner in accordance with the Charity Commissioners' requirements.

A very different year for us due to Covid19. As reported last year Benten & Co were appointed as Examiner of Accounts. However, we were not able to contact them during the lockdown, despite sending emails. My thanks must go to Michael Wayman who offered his services to examine the accounts.

Income for the year totalled £12866.34, which consists of membership fees, Gift Aid and bank interest (such as it is). Expenditure was £9763.36, resulting in a profit of £3102.98.

Class fees, excluding Theatre & Travel, totalled £21231.29 and expenses £19014.42, an excess of £2216.87. This was obviously due to members paying for classes which were cancelled. This full amount will be carried forward to be offset against future classes in the coming year. Again, my sincere thanks to all the coordinators who work so hard.

The Theatre and Travel holdings were reduced by £329.54 for the year. There was a loss of £1012.50 when a trip was cancelled because the organiser went into liquidation. Luckily most of this loss was offset by the profits made on other trips.

Following another cancelled trip, the bank balance will be reduced by a further £1050 when members are refunded early in 2020/21.

The excess of income over expenditure for this year is due to the fact that we only operated for two terms instead of three. This excess will be taken into account when setting the membership fees for 2021/22.

There were no questions.

I would like to propose the adoption of the accounts.

Tony Treglown proposed and James Dwyer seconded adoption.

Agreed Nem.con

### Appointment of Independent Examiner

The Treasurer expressed sincere thanks to Mike Wayman who has examined our accounts this year. It was hoped that he would agree to undertake the examination again next year.

Mary Curtis proposed and James Dwyer seconded that Mike Wayman be approached for his agreement.

## Amendment to the Constitution

The following change to the Constitution was put to the meeting:

### *Paragraph 7.vi Terms of Office and limits on periods of service*

- (a) All Officers and non-Officers of the Executive Committee shall have a one year term of office and may serve not more than six terms in any one role.*
- (b) No individual may serve more than a maximum of nine years in any combination of Officer roles or Non-Officer member, after which there must be a break of at least one calendar year.*

Ann Treglown proposed and Steve Messenger seconded adoption.

Agreed Nem.con.

## Election of Committee

The Secretary reported that the following candidates had correctly completed nomination forms in accordance with the Constitution

NAME	PROPOSED	SECONDED
Mary Curtis	Catherine Lowe	Sue Moss
James Dwyer	Ian Lawson	Jean Pattenden
Christine Duffy	John Martin	Marion Smith
Stephen Messenger	Alex Reeve	Jessica Reeve
Hilary Price	Margaret Dawson	Julie Tennant
Ann Treglown	Eileen Watson	John Wiseman
Anthony Treglown	Eileen Watson	John Wiseman
John Trueman	Derek Ayres	David Stone

Having been given voice access to Zoom, Martin Hugall proposed and Margaret Garland seconded that the candidates be elected en bloc.

Agreed Nem.con

## Any Other Business

Margaret Garland requested clarification from the Treasurer regarding which year excess funds would be considered when setting future membership fees.

The Treasurer confirmed that this would be considered when setting the fee for 2021/22.

There being no other business the meeting closed at 11.19 am.