



ANNUAL GENERAL MEETING TUESDAY 24th NOVEMBER 2015
THE CUBE ALBERT ROAD NORTH @ 2:00pm

MINUTES AND TRUSTEES' ANNUAL REPORTS

1. CHAIR'S WELCOME

The Chair welcomed members to the meeting, and reminded all that this year there is no visiting speaker.

2. APOLOGIES

The Chair reported that a number of apologies had been received, and proposed that these would be noted rather than read out to the meeting. There were no objections to this.

3. MINUTES OF THE PREVIOUS 2014 AGM

The Chair moved approval of the minutes of the 2014 AGM. The draft minutes, as well as the Annual Report and all resolutions and nominations for consideration at the AGM, were made available to members on the website. Additional printed copies were available at the meeting. Members voted to approve the minutes.

4. ANNUAL REPORT

The branch continues to thrive and grow, with an ever increasing active membership and number of groups. We have made great use of our partnership with The Cube as a venue, which has allowed us to create mutually beneficial financial and communication systems. We are justifiably proud of our website, and of the enhanced communication and information share between trustees and members which this allows, and in that spirit, the trustees have made discreet contributions to this annual report.

Trustees were invited to speak to their own areas of responsibility, highlighting successes or concerns. The secretary highlighted the inclusion of trustee minutes on the website, as well as success in recruiting additional trustees to the committee. The speakers organiser celebrated the attendance at monthly meetings and the range of interesting speakers we have been able to hear, as well as seeking any further member suggestions for future topics. The technical officer spoke of the continuing relationship with the Cube as a venue which is increasingly resourced to meet the needs of members using the facilities here, and of his role participating in the Cube management advisory panel-members were reminded by the Chair that the Cube, like U3A, is a charity, staffed substantially by volunteers, and always open to offers of assistance! The group leaders' co-ordinator confirmed earlier statements about the healthy number and variety of groups within the Malvern branch, and reminded all of the date for the next Group Leaders' meeting- 2nd February 2016. The web manager encouraged members to make greater use of the information now available on line, in particular to keep an eye on the front page, which is updated frequently with details of forthcoming attractions. Members can "post" information and communicate with one another in debate.

There are no resolutions to the AGM and consequently no proxy votes to be recorded.

The meeting voted to accept the Annual Report.

5. MEMBERSHIP SECRETARY'S REPORT

The membership secretary reported the largest ever annual increase in membership, as well as improved systems for "on line" recruitment, and thanked fellow trustees with responsibility for the website and technical services for their involvement in this progress. He is developing processes to better understand the reasons why some members do not renew; it is apparent that being unable to participate in a "full" group is off putting. This year more than 400 people have renewed their membership on line, and it is hoped that this number will increase.

6. TREASURER'S REPORT and EXAMINED ACCOUNTS

The treasurer's report was available on line, and there were a number of hard copies available for circulation at the AGM. He highlighted significant issues in the report, noting that the branch has been successful in reducing the reserves year on year, in line with Charity Commission recommendations. He stated that the branch should aim for reserves of between £5000 and £10000. It is likely that the subscription fee will have to increase within the coming year or two. There are cost increases in room rental, as well as the ever growing number of groups using hired rooms. Trustees have authorised the purchase of a number of items, which are held for the use of U3A members. The treasurer encouraged members and group leaders to consider requests to trustees for funding for group expenditure which meets the agreed guidance.

The affiliation fee is a fixed amount; this is the sum which is paid to the national organisation on behalf of each member. Members were encouraged to ensure that they have completed the Gift Aid declaration, which entitles us as a charity, to benefit from HMRC tax reduction policies.

The meeting voted to accept the treasurer's report and accounts. This is the final year that Andrew Hague has been the branch treasurer. He was thanked with a round of applause and a bottle of wine.

7. ELECTION OF HONORARY AUDITOR

John Knee gave a verbal report, confirming the accounts and treasurer's report, and noted that the branch should seek an independent auditor, rather than make use of a current member. His report and recommendations were accepted.

8. ELECTION OF TRUSTEES and OFFICERS FOR 2015-2016

The nominations for trustees and branch officers were accepted unopposed. Andrew Hague has resigned his post as treasurer and trustee; John Knee will undertake the role of treasurer. Posts held are as follows:

Chair	Pam Stanier
Vice Chair	Sue Lamberton
Secretary	Sue Dalley

Treasurer John Knee

Other trustees undertake roles as agreed by trustee meetings, and in line with their individual skills and interests. Those elected were: Norma Braddock, Brian Chesney, Robin Clarke, Peter Corfield, John Elkington, Val Holland, Jenny Jackson and Annette Maxted. Trustees will meet after the AGM to agree roles and dates of trustee meeting, which will be published on the website. Members were encouraged by the chair to consider becoming a trustee, and/or to attend trustee meetings as an observer.

The meeting closed with thanks to all for attending and to the trustees for another year's hard work. After a refreshment break, the meeting continued informally with a showcase of Malvern U3A talents.

9. DATE OF NEXT AGM TUESDAY 29TH NOVEMBER 2016 THE CUBE