



MALVERN U3A

Charity Reference Number: 1069591

Annual General Meeting : Tuesday 28/11/2017: The Cube, Malvern

Minutes & Trustee Annual Reports

- *Total members present 93*

1. **Chair's Welcome:** The Chair welcomed everyone to the meeting and thanked the members for showing an interest in their branch by attending this AGM.
2. **Apologies:** These were received from Mr & Mrs Mike Hayes; Richard Winterton
3. **Minutes of 2016 AGM:** The Chair advised that these had been made available to members, together with officer nomination forms etc, 28 days before the AGM as required by our constitution. Approval was sought from members present so that the 2016 minutes could be formally signed as agreed. Agreement was proposed by Sue Dalley; the motion was seconded by Sally Corr. The minutes were agreed and duly signed
4. **Annual Reports:**
 - (a)**The Chairs** annual report was sent with the AGM notices but was summarised at the meeting with reference to the increased membership and variety of groups on offer and our continuing relationship with The Cube. The Chair also reminded the members that this was her last AGM as she had come to the end of her period as Chair. She thanked the Trustees for their support and hard work and especially Peter Corfield for all the time he spent on behalf of the branch.
 - (b)**Groups:** This had gone out with the AGM notices but Annette referred to it and said what a successful year it had been with a variety of new groups being offered all the time.

(c) Secretary's Report: This was read at the meeting (by Annette on behalf of Jenny who had a throat infection). Thanks were offered to Sue Dalley for her help to Jenny in explaining the role and also to all the members who offer their services in leading groups. The members were advised that changes were coming in 2018 as National Office are reviewing their own and Branch constitutions & the Government are making changes to DPA.

(d) Speakers: Sue Lamberton told the members that not only had we had some very interesting speakers this year but that preparation for 2018, in the capable hands of Jeff Thorogood, the new speakers organiser, was going well.

** Member Sue Dalley wondered why there wasn't a regular item advertising our speakers in the Malvern Gazette. Sue said that this had been tried many times but our items were not shown. The suggestion (from the floor) was to go to 'What's On' on line and information is taken automatically.*

5. **Treasurers Report & Examined Accounts:** These are available on our website but John Knee advised the members that part of our deficit was due to a 7% increase in room hire costs. Conversely, the increasing membership had increased our income and gift aid x £4500 approx. Also, £1000 approx was saved by sending AGM information to members by email.

**A member asked how the reserve was calculated & why we had one? John said that The Charity Commission expected us to have one and for it to be higher than £5000. Also, we get most of our income at the start of our year and so the reserve is estimated. It is held for forthcoming and unexpected costs.*

**Another member said that if we were running at a deficit something needed to be done and wondered why sending out the Newsletter cost so much? John said that most AGM had been sent by email to keep costs down*

**Pam Stanier (Chair) conducted a quick straw poll and asked who likes to have a paper copy of the Newsletter & who liked their email copy. The result was 50/50!*

**A member asked if it had to include colour? Peter Corfield said that we might reduce this by 1/3rd but that this was a matter for discussion at the next Trustee meeting.*

6. **Membership Secretary's Report:** Robin advised that it had been an outstanding year as our 1500th new member had joined the branch. He also explained that there were now two new membership secretary's –

Brenda for current members and Linda for new members. He also thanked John Elkington & Peter Corfield for their help in setting up the online system for renewing membership.

7. **Election of Officers:** Nominations were accepted unopposed:-

Chair	Sue Lamberton
Vice Chair	(Vacant)
Secretary	Jenny Jackson
Treasurer	John Knee

Other Trustees take roles as agreed at Trustee meetings. Current Trustees elected are –

Brian Chesney; Peter Corfield; John Elkington; Tessa Hartog; Roger Hunt; Brenda Johnson; Annette Maxted; Linda Scott; Jeff Thorogood

8. **Consideration of Resolution;** (Submitted within appropriate timescale)

The Chair advised the meeting that there was just one resolution which would be put to the meeting by the Proposer John Knee –

Resolution – **That the membership fee should be increased from 2018/19 to £15.00.** John referred back to his accounts presented at this AGM and said that this was necessary because of future costs increasing. **THIS WAS APPROVED.**

There being no further business The Chair gave her thanks to everyone for attending. As this was the end of Pam's tenure, She was presented with a bouquet and Annette Maxted thanked Pam on behalf of everyone for being an efficient and effective Chair.

**Peter Asquith – a founder Chair from 21 years ago – gave his congratulations to the Trustees on increasing membership from 170 when the Branch started to 1500 now.*

NEXT AGM WILL BE TUESDAY 27TH NOVEMBER 2018 @ 2PM

SIGNATURE _____

Date _____