

**Moseley, Kings Heath and District u3a
Annual General Meeting**

**Minutes of the meeting held on Tuesday 11 June 2024 at 14.00
at The Shires Retirement Village, 218 Wake Green Road, Birmingham B13 9PQ**

Executive Committee members present: Ray Tier (chair), Ken Fisher, Carey Baff, Cormac Quigley, Anne James, Janet Burgess

Apologies from the following committee members: Faith Walsh, Heather Lawrence

The total number of members attending the meeting to vote in person was - 55

The total number of Proxy Votes submitted by members was - 33

1. Apologies from the two committee members noted above were accepted.
In addition 10 apologies were also accepted from other members.

2. As the total number of members present or voting by proxy was in excess of the 10% required by the Constitution, the Chair declared the meeting to be quorate.

As he was standing down at the AGM after three years in post in accordance with the constitution, the Chair thanked the committee and the membership for their support during his three years in office.

The Minutes of the Previous Meeting and Reports from the Chair, the Treasurer and the Interest Group Coordinator had been circulated with the agenda, together with a list of Resolutions to be voted on.

3. Minutes of the previous AGM on 14 June 2023 were agreed without amendment. There were no matters arising.

4. Chair's Report (see Appendix A) was accepted without any questions being raised

5. Treasurer's Report (see Appendix B) was accepted without any questions being raised

5. Interest Group Coordinator's Report (see Appendix C) was accepted without any questions being raised

6. Resolutions

Resolution 1 - *The AGM authorises the Executive Committee to appoint an independent examiner of Accounts for the 2024/25 financial year.*

All votes were in favour. Resolution 1 was therefore passed

Resolution 2 - *The AGM authorises the Executive Committee to decide an appropriate membership fee for the year 2025/26 year.*

All votes were in favour. Resolution 2 was therefore passed

Resolution 3 - *The AGM approves the proposed Trustees to serve on the Executive Committee, as follows:*

Officers

Carey Baff	Chair
Mark Sharp	Vice Chair
Ray Tier	Secretary
A N Other	Treasurer

Non-Officers

Rosalind Napier	Interest Groups Coordinator
Faith Walsh	Membership Secretary
Elizabeth Rasheed	Interest Groups Coordinator
Janet Burgess	Social Secretary
Kenneth Fisher	Communications Secretary
Sue Charvis	Without portfolio

The maximum number of places on the Executive Committee is eleven, and the outgoing Executive Committee recommend that the membership accept the nominees listed above. A suitably experienced Treasurer is actively being sought, and will be co-opted to the Executive Committee as soon as possible.

All votes were in favour except for one abstention. Resolution 3 was therefore passed

7. Any Other Business No other business was raised and the meeting was formally closed.

Appendix A

Chair's Report from Ray Tier

This will be the final Chair's Report I shall write for the AGM because I am obliged to stand down from that role this year in accordance with our constitution. I shall be sorry to leave the job since I have very much enjoyed serving as your Chair for the past three years and would like to thank you for electing me. Subject to your votes, however, I shall not be leaving the committee entirely and hope to undertake the role of Business Secretary for the coming year.

Looking back over the past three years, it is gratifying to see that our u3a has continued to thrive and I think I leave it in even better shape than before, thanks to all the hard work by my colleagues on the committee and you, the membership. Three years ago, we were in the middle of lockdown and when I stood for election most of you had no idea who I was. It was a great pleasure to be able to meet you for the first time when we resumed our monthly meetings at the Irish Centre, subsequently replaced by the Shires Retirement Village, which I personally feel is a much more congenial sociable venue. Our Social Secretary has devised a very interesting and varied programme of talks this year. During my term as Chair, we have developed a new constitution and a complete set of policies, based on the templates provided by TAT (national u3a). Our most recent addition this year has been a Safeguarding policy, which formalises the procedures for looking after each other in cases of difficulty and keeping each other safe. This year we have also been successfully operating new rules for sharing the cost of venue hire with groups, based on a more transparent and equitable system of GMCs, devised by our Treasurer.

A year ago, I announced that we had implemented a new website based on the u3a's Site Builder system. Owing to the fast-moving pace of technology, however, that has just been superseded by a far more attractive, navigable successor built on u3a's latest SiteWorks software. Apart from being a more modern website, it provides the opportunity for groups to add their own information about their meetings, visits and outings and maybe demonstrate what they produce. I hope you will take advantage of that.

Our groups which are the life blood of our u3a have continued to prosper and a number of new groups have been created this year on a range of interesting subjects. Our success however means that many of our groups are over-subscribed with insufficient vacancies. The South Birmingham Network has helped by allowing our members to join groups in the other two u3as where they have vacancies. However, we still need more groups and I would encourage you to consider setting one up or splitting an existing group to create more opportunities. You don't need to be an expert to run a group, it can be a rewarding and interesting activity, and our Interest Group Coordinator is always pleased to advise and help.

Most recently of course we have held a commemoration of our tenth anniversary as a u3a and I hope those of you who attended enjoyed the occasion. I feel confident that in ten years' time we will be able to look back again and celebrate our twentieth anniversary!

Appendix B

Treasurer's Report from Carey Baff

Our financial year runs from 1 April to 31 March, so when I refer to a year it is within those dates. Our accounts for the year ending 31 March 2024 were finalised in early April and sent for audit. We await the outcome of that, but expect it by the AGM, and thank Helena Mandleberg for giving her time to do this for us.

I wrote a summary of income and expenditure for the March newsletter, so intend to keep this brief – but if anyone wants more information you only need to ask!

Here is a table summarising our income and expenditure for the year, with some further brief explanation below.

Summary

Income		Expenditure		Balance income/spend
Subscriptions	9218	Monthly meetings, speakers, refreshments	1214.45	
GMCs	5349.10	Interest group venue hire*	6472.95	
		National U3A dues, licences,	4122.20	
Gift Aid	3097.18	Printing, postage, stationary	488	
Miscellaneous	114.80	Bank charges	271.80	
		Committee expenses	148.25	
		Miscellaneous	66.98	
Total	17689.08		12786.63	4902.45

** Taking into account GMCs the spend from general funds was £1123.85*

Income

Our base income is mainly from 2 sources, subscriptions and Gift Aid. We recognise that there was quite a substantial increase in the subscription last year, arising some pessimism about costs after we'd seen a marked rise in venue hire charges. Thankfully this has not been repeated, with a small increase in costs reflecting inflation. Also I am very pleased to say that the increased subscription did not impact on our membership numbers which have remained consistent.

In addition to subscriptions, we received almost £3100 from Gift Aid. This is higher than we can expect in the future, as on the first submission we can claim for 'back' payments over the previous 4 years.

Group Meeting Costs (GMCs) which members of interest groups pay towards venue costs also count as income but I will deal with these separately below.

Spend

Our highest costs are payments to National u3a, covering insurance, licences for our website, support, training, advice and guidance, and the Third Age Trust magazine and this accounts for 45% of our income.

Overall, just under a third of our subscription income funds member activities in our branch, monthly meetings, supporting room hire costs for groups which meet in paid for venues and printing and postage (mainly newsletters).

Other expenses, mostly for room hire for committee meetings, refreshments at a meeting with non-committee members and a gift for our auditor and cards to send to members amounted to just over £200 and our bank charges were almost £300.

Venue costs

These are room hire charges for groups which meet in paid for venues.

HMRC will not allow a Gift Aid claim if more than 25% of subscription income is used for venue costs for interest groups. However, limiting our spend on this area is not only to enable our claim but also recognising that fewer than 40% of our members benefit from these subsidies. Nonetheless we wish to continue supporting groups which need to meet in paid for venues and allow up to 25% of our subscription income for this.

Where we are now and going forward

Overall last year our income exceeded expenditure by just over £4900, of which £3,100 was from Gift Aid. So, you may ask, do we really need that much money?

The short answer is yes, we do. Our income will always be primarily from subscriptions, in general we cannot expect more than about £1400 from gift aid. We cannot be sure what our income will be when we set the budget in January each year but whatever happens our commitments will be much the same: we will have to pay our dues to the National u3a, will want to have monthly meetings and support interest groups. Hence, we need to have reserves to sustain our u3a and have been advised that we should have at least half our annual costs in reserve.

From the Gift Aid received we have increased our reserves, which had diminished over the last few years, and we are very pleased that we have been able to fund the event celebrating the first decade (and a bit) of our u3a. Long may it continue!

Appendix C

Interest Group Coordinator's Report from Anne James

I have continued as IGC this year and it has been pretty busy, though rewarding. Dealing with routine enquiries has, again, proved to be very much part of the role. Having emerged from the covid pandemic, we now have 57 active groups. All groups have resumed their meetings and we have a few new groups. A French Book Group has been set up, and this has proved to be very successful. There were also several people who were interested in becoming part of a new Galleries group: initially meeting with seven prospective members, this has quickly grown to a healthy fourteen. Our 'original' Scrabble group has continued to meet on Zoom, but there was a demand for face-to-face Scrabble. Nine 'scrabblers' enjoy their monthly meetings at Highbury Court in Kings Heath. Finally, a completely new venture was suggested and so a 'Mah Jong' group has now been established, made up of an interested party of eight. Good Luck to all these new ventures!

The South Birmingham network, made up of MKHDu3a, together with Kings Norton and Harborne/Edgbaston u3as, have made more spaces available where there are vacancies in groups. Whilst the uptake has not been huge, this does provide opportunities to join groups which are unavailable through our own u3a such as Kings Norton's Birdwatching group, which has attracted quite a few of our members. From the other u3as' point of view, Discussion of Current Issues and Circle Dancing have attracted members from both KN and H/Edg, to provide just a couple of examples.

In April our Group Leaders Meeting was held at The Shires in Moseley. Attended by 24 GLs, representing 26 groups, this focussed on three main areas: the development of our new website, the issue of safeguarding, and some finance issues. There was, of course, an opportunity to socialise and ask questions of the Committee, who were all in attendance.

Finally, as this completes my third year of acting as Interest Group Coordinator, I will be stepping down from the Committee at the AGM. I would like to take this opportunity to thank the members and Interest Group Leaders in particular for their support, particularly as we emerged from lockdown. I trust that our u3a will continue to go from strength to strength.