

THE u3a IN KENNET (WILTSHIRE) ANNUAL GENERAL MEETING

Minutes of the 31st AGM

25th October 2023 at 2.15pm

in the Kennet Valley Hall, Lockeridge

1. Chair's welcome & apologies for absence

The Chair welcomed everyone (111 present) and declared the meeting quorate. Voting would be by a show of hands, and by proxy for those unable to be present. Apologies and proxy votes had been received as follows:

Apologies

Dorothy Maclachlan
Jenny Nicholls
Alison Delorie
William Buxton
Sue Jenks
Gordon Pepper

Gillian Pepper
David Langton
Jenny Langton
Edwina Fogg
Margaret Rose
Susan Savin

Alison Robinson
Anne Carroll
Matthew Tester
Susan Shambrook
Trevor Neal
Barry Mercer

Proxy votes

Michael Hart
Virginia Reekie
Robert Reekie
Sue Colson
Diana Prentice-Campo
Mary Spender
Peter Crowther
Betty Herbertson
Diana Cooper
Karen Smith
Marion Jefferys
Tricia Hayllar

Nigel Jefferys
Owen Rhys
Linda Sloan
Hilary Mack
Kathleen Reid
David Reed
Bruce McCrae
Mike Morison
Christine Skipper
Allan Skipper
Sharon Gaitskell
Barbara Edwards

Charles Greig
Teresa Wheeler
Barbara Davis
Betty Herbertson
Alison Delorie
Jenny Palmer
Lorenza Soffiantini
Keith Johnston
Belinda Milne
Pat Boyle
Dawn Twelftree
David Edwards
Rob Mitchenall

2. Minutes of the AGM held on 26th October 2022

Acceptance of the Minutes of the 2022 AGM was proposed by Nick Swan and seconded by Jeff Hide. The membership gave their approval by a show of hands and there were no matters arising.

3. Chair's Introduction and Trustees' Report (attached)

The Chair presented her report and referred in particular to the pleasing fact that membership had grown in the past year to 672 thereby exceeding the pre Covid 19

pandemic level. There were 60 Groups including the new Family History, Croquet, Current Affairs, Recorders, Craft and Qigong, u3a in Kennet had been very active all year: Coffee Exchange meetings are now held regularly in the Marlborough Town Hall, with an increase in attendance necessitating relocation to the large Assembly Room. The quarterly Kennet u3a Talks were held at Kennet Valley Hall. Two successful New Members' lunches were held in the Spring, with a third to follow in November.

Other highlights had included the u3a Day in November 2022 and the Media Day event with Marlborough College in April 2023.

The Chair thanked the Committee members, especially Kieran Roughan and John Martin who were standing down, as well as Pat Harper for her help with the website, and former Chairman David Hammond for his assistance after the untimely death of Tom Horwitz. She also thanked the Really Useful Group members for their regular and excellent catering support.

Acceptance of the Report was proposed by David Moakes and seconded by Ashley de Safrin. The membership gave their approval by a show of hands.

4. Treasurer's Report and Accounts (attached)

Kieran Roughan presented his Treasurer's Report and the Accounts, which were looking very healthy. Acceptance of the Accounts was proposed by Geneviève Mapson and seconded by Cate Mitchell, and approved by a show of hands.

5. Appointment of Examiner of Accounts for 2023/4

David Hargrave had agreed to stay on as Examiner of Accounts for 2023/4. Acceptance was proposed by Alastair Sheen, seconded by Jacquie Hide and approved by a show of hands.

6. Election of Officers and Committee Members to the Executive Committee

The Chair explained that the u3a Executive Committee comprised four officer posts (Chair, Vice Chair, Treasurer and Secretary) and up to eight other Committee members. Three additional co options could be made in one year. The u3a in Kennet Constitution permitted a 3-year cycle of Committee membership, meaning that one Member, the Secretary Annette Weaver, was due for renewal and another, the Treasurer Kieran Roughan, was standing down. There was also one new Committee Member to be elected.

Candidate	Proposed by	Seconded by	Committee Position
Annette Weaver	Patrick Mason	Allan Skipper	Secretary
Alastair Sheen	David Hammond	Nick Swann	Treasurer
Hamzah Hamzah	Janet Livingstone	Martin Luxford	Committee Member

All were elected by a show of hands.

7. Membership subscription resolutions

After an introduction by the Chair, the following motion was presented to the Meeting:

- That there be no change to the annual membership fee for u3a in Kennet for the membership year commencing 1st August 2024

- That the month from which the membership fee reduction to £6.00 is available be revised from May to March each year commencing in March 2024

The motion, proposed by Jenny Noble and seconded by Anne-Marie Newbigin, was passed by a show of hands.

8. AOB

There being no further business the Meeting was closed and was followed by a very interesting talk by Robin Nelson on 'Great Musical Moments'.

Attachments:



Trustees' Report with Chair's introduction
UNIVERSITY OF THE THIRD AGE IN KENNET
(WILTSHIRE) KNOWN AS "U3A IN KENNET"
(REGISTERED CHARITY NO. 1028680)
REPORT FOR YEAR ENDED 31 JULY 2023

1. Chair's introduction

I am delighted to present the following report on my first year in post as the Chair of u3a in Kennet.

This has been a year in which our membership continued to grow following the Covid 19 hiatus and we established several new Groups. The report charts our progress during the year as we developed our activities including more Groups and events to support our increased membership

Our year began on a sad note with the untimely and unexpected death of Trustee Tom Horwitz who managed our website and associated technical support arrangements. The Committee was most grateful for support from Hamzah who returned to the Committee as a co opted member and former Chairman David Hammond both of whom provided valuable technical skills and knowledge.

Following the Covid-19 pandemic lockdowns and restrictions u3a in Kennet continued to recover and grow enabling it's increasing membership to meet, to learn and to share their knowledge and experience. The overwhelming majority of groups had resumed their in-person meetings with a few continuing to meet online using zoom and telephone conference calls.

My thanks are due to all members of the Executive Committee and to our Group Leaders whose individual and collective efforts have contributed to the continued growth of our organisation.

2. u3a in Kennet – aims

The u3a movement aims to provide ‘public benefit’ and the charitable purpose of u3a in Kennet is:

‘The advancement of education and, in particular the education of older people and those who are retired from full time work by all means, including associated activities conducive to learning and personal development, in Marlborough and its surrounding locality’

thereby reflecting the Third Age Principles of membership, self–help learning and mutual aid.

3. u3a in Kennet profile

3a) Membership

The membership of the u3a in Kennet grew during the year and by 31st July 2023 comprised:

- Ordinary – 661 (598 in July 2022)
- Retired – 1 (3 in July 2022)
- Associate – 10 (8 in July 2022)
- Totals - 672 (609 in July 2022)

3b) Groups: numbers and progress

Groups have flourished this year, thanks in particular to the hard work, enthusiasm and dedication of our Group Leaders and indeed to the continued enthusiastic participation of the members.

There are currently 60 groups available to members, most of which now meet face to face. Inevitably some groups have finished, notably English History and STEM (Science Technology Engineering and Maths) whilst others, including Life Sciences, are taking a temporary break. During the year new groups have also started successfully. These include: Family History, Croquet, Current Affairs, Recorder, Craft and Qigong. Currently some new groups are in the process of being set up. These are: Global History, Science Discussion, a 2nd Poetry Appreciation group and a Tennis group.

In February 2023 we held a meeting and lunch for Group Leaders to thank them for their work and to provide a forum for the exchange of ideas. The meeting was very well attended. We hope to run similar events in the future and to offer some training for new group leaders.

3c) Programme of events

The quarterly ‘*Kennet u3a Talks*’ continued during the year and we welcomed a range of speakers who addressed the following topics at our afternoon member only events at Kennet Valley Hall:

26 th October 2022	Sibella Laing	The power behind the veil
9 th February 2023	Stuart Laing	The Messenger and the Minaret
19 th April 2023	Commodore Ian Gibb CBE	From Cadet to Commodore and beyond
29 th July 2023	Jonathan Hinks	Dams and the world water problem

The monthly ‘*Coffee Exchange*’ sessions continued during the year at the Town Hall with a slight change of format to allow more time for members to meet and chat with friends prior to the monthly speaker slot and sharing of news about future events. These sessions became increasingly popular with current and potential members such that growing attendance

figures necessitated a move from the Court Room upstairs to the larger Assembly Room.

Our speakers covered a variety of topics including:

- The Wansdyke
- Chalk: the bedrock of our lives
- Wiltshire Wildlife Trust – the Bay Meadows project
- The Dog’s Trust
- The Bobby Van Trust
- Qigong
- Greatwood charity

Two new members’ lunches were held during the year with a third planned for November 2023 reflecting the continuing increase in new members. The lunches provide a warm welcome for new members enabling them to meet with Group Leaders and Executive Committee members and helping them to choose which groups to join.

3d) u3a in Kennet governance arrangements.

u3a in Kennet is led by an Executive Committee of trustees and governed by its Constitution which is based on the national model constitution that was adopted on 24th October 2018 and amended on 25th March 2021.

The Annual General Meeting was held on 26th October 2022 resulting in the re-election of John Martin, Newsletter Editor for a second three year term of office. Jill Chambers, Alison Dewar and Georgie Nevill were welcomed as a new Committee members.

The full Committee is shown below:

Officers:

Chair	Jill Turner	Also Charity Commission contact
Vice Chairman	Jeff Hide	Also Event Logistics
Treasurer	Kieran Roughan	
Secretary	Annette Weaver	

Other Trustees:

Committee Member	Mike Morison	Membership Secretary and Beacon System Administrator
Committee Member	Tom Horwitz *	Website
Committee Member	David Lacey **	Speaker Secretary
Committee Member	Genevieve Mapson ***	Social Secretary
Committee Member	John Martin	Newsletter
Committee Member	Jill Chambers	Subsequently Speaker Secretary
Committee Member	Alison Dewar	Media Day and temporarily supporting Groups

*Sadly Tom Horwitz passed away unexpectedly on 10th November 2022 and Hamzah was duly coopted to the Committee in February 2023 taking on responsibility for managing the website and technical support arrangements.

**David Lacey resigned from the Committee in February 2023 and the role of Speaker Secretary was taken on by Jill Chambers

***Geneviève Mapson resigned from the Committee in January 2023

The Executive Committee met on five occasions at two monthly intervals during 2022-23. Sub Committees including those for 'Special Interest Day' and Technical support also met as necessary during the year.

4. u3a Open Day – 9th November 2022

u3a in Kennet commenced planning for an all day event in Marlborough to be held on 14th September 2022 as part of the national u3a Week celebrations. The date was changed subsequently to 9th November 2022 following the death of Her Majesty Queen Elizabeth 11 and the period of national mourning.

Aiming to increase the u3a profile in Marlborough and the surrounding area, u3a in Kennet was showcased with a poster exhibition in the Town Hall with light refreshments. Committee members and Group Leaders welcomed visitors to the exhibition and 40 new members were recruited on the Day.

5. Research and education: Special Interest Day on 'The future of the Media'.

Following the success of the Special Interest Day on "*Climate Change and Sustainable Futures*" in 2021 the educational links with Marlborough College which had been fostered originally in 2018 were developed further with plans for another multi generational event in 2022. The jointly agreed topic was '*The future of the media*' noting that 2022 was the 100th anniversary of the BBC and the 200th anniversary of the Sunday Times. Following the death of Her Majesty Queen Elizabeth 11 the proposed date of 19th September 2022 was changed subsequently to 28th April 2023.

More than 130 u3a members from Kennet, the wider Bath and Wiltshire u3a Network and beyond attended the Day along with College pupils making it a truly multi generational event. Topical issues were explored including:

- the media revolution,
- social media and podcasts
- governance processes
- the media and politics
- changes in the way in which news is consumed
- local media and news stories
- the future of print journalism

We were joined by an impressive range of experienced national and local journalists:

- **Nigel Fardale:** a senior editor at The Times, former award-winning interviewer for The Sunday Telegraph writer for The Observer, Financial Times and Spectator and a best-selling novelist.
- **Karen Gardner:** social media journalist and radio presenter with BBC Wiltshire.
- **Naomi Kerbel:** Communications Director with media advisers, SEC Newgate. Former TV journalist with Bloomberg, Sky News and CNBC.
- **Tom Newton Dunn:** news presenter and political commentator with TalkTV.
- **Dominic Ponsford:** Editor in Chief, UK Press Gazette and Media Editor, New Statesmen Media Group.

Five College students presented short illustrated T.E.D.* talks which they had prepared on issues including the media in China, the influence of artificial intelligence and social media on marketing and beauty standards, as well as mental health issues.

With valuable assistance from the College two online surveys were completed by attendees (u3a members and the students): one before the Day which explored attitudes to the media and one following the event to gather feedback about the delegates' experience and suggestions for future events.

The post event survey revealed a pleasingly high level of satisfaction with the Day with high scores including 4.45 / 5 rating regarding the content and 4.37 / 5 on arrangements. Both u3a in Kennet and the College agreed to pursue further collaborative events in future.

*TED talks were named after the Technology Entertainment and Design conferences after 1989 which set a standard for short talks.)

6. Communications: Newsletters, website and social media

Regular and effective communication with all members was maintained during the year with the monthly newsletters and the annual yearbook.

The website was updated regularly with new events and information about group activities and the system of email 'buddies' was maintained to ensure that those members without email were contacted too.

Further helpful local publicity was secured with a link to u3a news in 'Marlborough News'.

7. Financial matters. Treasurer's Report and Accounts for the financial Year 1st August 2022 – 31st July 2023

u3a in Kennet is a voluntary self-help organisation that seeks to advance the education and social interaction of older people and those who are retired from full time work in Marlborough and its surrounding locality.

The u3a operates through a Committee of trustees elected at its Annual General Meeting. It mainly carries out its activities through groups led by Group Leaders.

The main source of income is member subscriptions. The accompanying accounts show that subscription income increased by 12.86% compared to the income received in 2021-22, showing growing interest in membership following Covid.

The total general income for the year was £10,547.93 (compared to £9,373.03 in 2021-22). Most of the increase compared to 2021-22 arises from the income generated by ticket sales for the Special Interest Day that was held in April. It should also be noted that the Gift Aid refund for 2021/22 (£1,414.46) was not received by the u3a in Kennet until after the end of the financial year. If it had been paid in year, the general income would have been £11,962.39, an increase of 27.62% over 2021/22.

The main areas of expenditure are:

- the national u3a Capitation fee;
- the annual Beacon Management fee;

- national u3a Magazine postage;
- the Yearbook.

During 2022-23, the Special Interest Day on the Media was an event involving significant ticket sales and expenditure.

The National Capitation, Beacon management fees and the national Magazine postage were higher this year because of the increase in the number of members.

General expenditure shows that venue hire for u3a wide events was a little lower than in 2021/22, There were no expenses incurred attending any national or regional u3a meetings. However, u3a in Kennet hosted a Regional Meeting at the Kennet Valley Hall in June 2023 for which it received a grant of £186 from the National u3a. u3a in Kennet incurred a net cost of £47 in hosting the event.

Two New Members Lunches were held in Kennet Valley Hall in March and in May 2023, and a Group Leaders 'Meeting was held in February 2023. The cost of these events was £724.21 plus £176 for the hire of the Kennet Valley Hall (total cost: £900.21)

A Special Interest Day on the Media was postponed from its original date in September 2022 to April 2023 as the original date clashed with the Queen's funeral. Within the 2022/23 accounts income (£1,884) was more or less balanced by expenditure (£1,871.19).

Payments for tickets totalling £54, mistakenly paid into the Groups Account, will also appear in the accounts for 2023/24 as they were not transferred back to the main account until after the year end. Income from ticket sales of £529 during 2021/22 means that most of the overall surplus from the event of £605,81 was banked during 2021/22.

Total general expenditure for the year was £11,906.44 (compared to £9,956.16 in 2021-22).

This results in a general excess of expenditure over income for the year of £1,358.51.

However, if the Gift Aid refund had occurred in year, there would have been a slight surplus of £55.95.

The reserves in the deposit account amount to £16,842.94.

Group income totalled £12,321.15; Group expenditure totalled £13,176.72 (excluding cash).

This resulted in spending exceeding income by a total of £855.57 compared with a surplus in 2021/22 of £800.87. However, the Groups had carried forward funds from 2021/22 and therefore did not overspend.

Group funds carried over in the bank totalled £3,533.86 at the year end. A total of £197.85 was also carried over as cash.

Total funds held at the year-end were £25,023.41 compared to £27,426.55 at the year end of 2021/22.

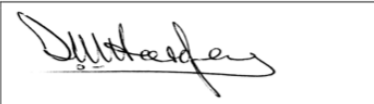
The Accounts for 2022-23 have been examined and agreed by Mr David Hargrave, an independent accountant who is not a u3a member.

Kiaran Roughan, Treasurer, September 2023.



Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	University of the Third Age in Kennet (Wiltshire)		
On accounts for the year ended	31 July 2023	Charity no (if any)	1028680
Set out on pages	As follows		
	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2023		
Responsibilities and basis of report	As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").		
	I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.		
Independent examiner's statement	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect,; <ul style="list-style-type: none">• the accounting records were not kept in accordance with section 130 of the Act; or• the accounts did not accord with the accounting records; or• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.		
	I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.		
Signed:		Date:	18 Sept 2023
Name:	David Hargrave		
Relevant professional qualification(s) or body (if any):	Fellow, Chartered Association of Certified Accountants (Ret'd)		
Address:	Bramble Cottage, 8 Preston, Chippenham, SN15 4DX		

7b) Asset register

The u3a in Kennet asset register was checked and updated during the year. The total value of assets remains within the limits of the standard u3a Trust insurance policy.

8. Summary

Following the challenges imposed by the Covid-19 pandemic, u3a in Kennet continued to grow and developed its range of support for members during the year August 2022– July 2023.

The Executive Committee thanks all Group Leaders for their active and committed support for u3a in Kennet and all members for their interest and involvement.

Report prepared on behalf of u3a in Kennet by Jill Turner, Chair and Contact for the Charity Commission. Chair@u3ainkennet.org.uk September 2023.

9. U3A IN KENNET ANNUAL GENERAL MEETING 25th October 2023 MOTION: MEMBERSHIP SUBSCRIPTION ISSUES

1. Introduction

The following motion is presented to the u3a in Kennet Annual General Meeting to propose:

- no change to the u3a in Kennet annual membership subscription for the membership year commencing 1st August 2024
- the revision of the month from which the membership fee reduction to £6.00 is available from May to March each year commencing in March 2024.

2. Membership subscription

The current u3a in Kennet annual membership fee is £12.00 having been held at this level at least since the financial year 2010-11. New members pay a joining fee of £3.00. Any changes to the annual subscription must be agreed at the Annual General Meeting during the preceding year.

The Executive Committee has considered whether the annual membership fee should be increased from August 2024 in recognition of the inflationary pressures currently being experienced across the British economy which have increased the u3a in Kennet's core running costs including hall hire, refreshments and technical support. The Committee has concluded that cognisant of the currently healthy financial reserves held by u3a in Kennet it is not necessary to increase the membership fee at this time and therefore proposes that there is no change to the annual membership fee for u3a in Kennet for the membership year commencing 1st August 2024.

3. Reduced subscription for members joining during the year.

Members who join u3a in Kennet in May, June or July are entitled to a reduced membership fee of £6.00 in recognition of the fact that the membership year begins shortly afterwards in August. Thereafter they are required to pay the full £12.00 per annum.

The Executive Committee proposed that the reduced payment date is brought forward to March to encourage new members to join throughout the second half of our financial year.

Resolution

- no change to the annual membership fee for u3a in Kennet for the membership year commencing 1st August 2024
- the revision of the month from which the membership fee reduction to £6.00 is available from May to March each year commencing in March 2024.

u3a in Kennet Executive Committee. October 2023