

Annual General Meeting : Tuesday 27/11/2018: The Cube, Malvern

Minutes & Trustee Annual Reports

- *Total members present **101***

- 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 Richard Phillips; Pam Stanier; Liz & Rob Wilkins; Hazel Haslem 7 those Welsh Group members on a trip to Cardiff today!
- 3. Minutes of 2017 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. It was agreed the minutes could be signed as a true record.
Proposed – Tessa Hartog; Seconded - John Elk.
- 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 the variety of groups on offer. Also , the fact that the Branch had had to comply with changes made necessary by revised General Data Protection legislation (GDPR), and had revised the Branch Constitution to amend certain clauses. The revised draft Constitution had been made available on the branch website.
Acceptance Proposed – Roger Hunt ; Seconded – Brian Chesney.
 - (b) Secretary's Report:** The report had been sent with AGM material but Jenny read her report highlighting her visit to a GDPR workshop in Birmingham and the instruction received from The Charity Commission and National Office with regard to certain changes that are suggested to our Branch Constitution. She also reminded the meeting that 2019 would be her last as secretary.
 - (c) Groups:** This had gone out with the AGM notices but Annette read her report to the meeting stressing the need for Group Leaders to keep Trustees advised of group size. She also thanked everyone for their help and support in this her last year as Group Coordinator.
 - (d) Membership Secretary Report:** Brenda reminded members that due to the increase in Malvern Branch membership, the Trustees had decided to split the duties between herself for *current* members and Linda Scott as *new* member secretary. It was felt that this had worked very well and membership currently stands at 1602.

(e) Speakers Coordinator: Jeff said that whilst we do not have a monthly meetings in August or December, ha had successfully engaged speakers for all other meetings in 2018 and that speakers had been engaged for all ten 2019 meetings.

Acceptance of reports (b to e) Proposed – Dorothy Grinnell; Seconded – Angie Cantrell.

- 5. Treasurers Report & Examined Accounts:** John explained that last year's deficit had largely been eliminated by the increase in member numbers and the increase in membership fees. Also, room charges and publication charges had been less than anticipated. A surplus is expected in 2018/2019 which will enable branch reserves to remain above £5000. There were no questions from members.

Acceptance Proposed – Sue Lamberton; Seconded – Peter Laws.

- 6. Adoption & Approval of Examiner for 2018/2019:** Christopher Boyd was nominated.

Acceptance proposed – Jenny Jackson; Seconded – Sue Lamberton.

- 7. Resolutions;** The Chair, Sue Lamberton explained to members that the Resolutions were being dealt with before the election of officers because Resolution 2 requested agreement from members to increase the Constitution to allow an increase in Trustees from 12 to 15. Also that the members had been advised of the resolutions prior to the AGM and a draft copy of the revised branch constitution had been put onto the branch website.

~ Resolution 1: Members were notified of the resolution and what the revised wording of Clause 10 would be prior to the AGM and objections and/or amendments were invited. None were received.

Proposal by Malvern Branch Trustees:-

'To remove the restriction in Clause 10 of the current Malvern U3A constitution, which prohibits the alteration of Clause 2, in order to comply with the recent instruction from The Charity Commission'.

FOR – All those present;

AGAINST – None;

ABSTENTIONS – None

The motion was therefore carried unanimously

~ Resolution 2: Members were notified of the resolution prior to the AGM and objections and/or amendments were invited. None were received.

Proposal by Malvern Branch Trustees:-

'that the current Malvern U3A Constitution be amended; the principal change being the wording to Clause 7 relating to the management of financial matters and that Clause 5 be amended to allow the number of Trustees to be increased from 12 to 15'

FOR – All those present;

AGAINST – None;

ABSTENTIONS – None

The motion was therefore carried unanimously

- 8. Election of Officers:** Nominations (held by the Secretary), were accepted unopposed:-

(8a) Officers

		<u>Nominated by</u>	<u>Seconded by</u>
Chair	Sue Lamberton	Brenda Johnson	Phillipa Reeve
Vice Chair	(Vacant)		
Secretary	Jenny Jackson	John Knee	Merrilyn Lewis
Treasurer	David Oliver	John Knee	Richard Owen

(8b) Current Trustees

Room Booking	Brian Chesney	Roger Hunt
Website Manager	John Elkington	Jeffery Thorogood
Newsletter/Bulletin Editor	Tessa Hartog	Linda Scott
Membership Sec	Brenda Johnson	Sue Lamberton
New Member Sec	Linda Scott	Tessa Hartog
Speakers	Jeffery Thorogood	John Elkington
Trustee	Roger Hunt	Brian Chesney

As these were current Trustees the members present agreed to an en bloc election.

Seconded – Jenny Drummond

(8c) New Trustees

Group Coordinator	Jenny Clayphan	Jenny Jackson	Robert Daws
Trustee	John Price	Peter Corfield	Dorothy Grinnell
Trustee	Richard Phillips	John Knee	Grania Joinson
Trustee	Angela Cantrell	Norma Braddock	Sue Dalley

- 9. Formal thanks:** The Chair formally thanked the retiring Trustees – Peter Corfield, John Knee and Annette Maxted – for their enormous contribution to the Branch. Thankyou gifts were presented.

- 10. Close meeting:** There being no further business the Chair gave her thanks to everyone for attending.

NEXT AGM WILL BE TUESDAY 26TH NOVEMBER 2019 @ 2PM;

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.

SIGNATURE _____

Date _____