

Agenda - Annual General Meeting

The Annual general Meeting of Porthcawl u3a will be held after the Talk on 5th April 2023
In the Hi-Tide, Mackworth Road, Porthcawl

1. Welcome by the Chair of Porthcawl u3a
 2. Apologies:
 3. Minutes of the AGM on 30th March 2022
 4. Matters arising from the minutes
 5. Porthcawl u3a report for 1st January to 31st Dec 2022
 6. Treasurer's Report.
 7. Elections for the Officers and Committee Members
 8. Thanks for attending
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Minutes of Annual General Meeting

The Annual general Meeting of Porthcawl U3A was held at the Hi-Tide on 30th March 2022

There were over 50 members present, therefore the AGM was quorate.

The Chair of the U3A welcomed everyone to the meeting and requested a minute's silence to remember those members who has passed away over the past 12 months.

- **Apologies:**

Apologies for absence have been received from Carolyn Perren and Jaci Russell.

- **Minutes**

Approval of the draft minutes of the Annual General Meeting held on 13th March 2019 were proposed by Gary Russell and seconded by Lyn Irving and were accepted and approved as being a true record.

- **Matters arising**

There were no matters arising.

- **Annual Report for 1st Jan 2020 to 31st Dec 2021**

Due to the Pandemic, No AGM was held in 2021, so the Annual Report actually covered two years. 2020 had been our 25th Anniversary and many events were planned to celebrate this achievement that were unavoidably postponed. Acceptance was proposed by John Pearman and seconded by Doug Jones

- **Treasurer's Report**

Due to the Treasurer's absence - Gary presented her report to the meeting, copies of which were available to all members at the meeting.

Acceptance of the Treasurer's report was proposed by Andrew Collier, seconded by Geoff Henderson and approved by the membership.

- **Nominations**

Nominations for the election of Officers and Committee Members were invited in Feb/Mar and were received for the following positions:

Chair	Sally Corbett
Committee Member	Gary Russell
Committee Member	David Parry

As no other nominations were received and our constitution allows up to 9 Committee Members, acceptance of the nominations was proposed by Gerald Tatchell, seconded by Laurence Parry and approved by the membership.

The Committee from March will consist of all of the above plus:

Vice Chair	Carolyn Perren
Secretary	Jeff Perren
Treasurer	Jaci Russell
Committee Member	Laurence Parry
Committee Member	Lyn Irving
Committee Member	Ben Fielding
Committee Member	Lynda Marshall (subsequently resigned)

AGM Closed

Annual Report 1st Jan 2022 to 31st Dec 2022

Over this period which may become known as 'Covid Time' our community has demonstrated remarkable resilience and adaptability in the face of unprecedented changes.

Despite the difficulties presented by the ongoing global pandemic we had continued to come together to pursue the shared passions for lifelong learning and personal growth that are at the heart of the u3a. And in 2022 we knew we would celebrate with others all over the world the 40th anniversary of the formation of the u3a.

Spring Snippets 2022.

We were the subject of restrictive legislation, limiting numbers to the size of the rooms being used. We continued to distribute information to our membership taking our government advice, information from u3a head office and the South Wales Network, using our monthly Newsletters, our website and our Facebook page!

In February we organised a group leader's meeting and issued our handbook. From the 28th face masks were no longer a requirement!

We encouraged attendance at our AGM in March by bribing our audience with strawberry and cream scones!

We applied for a u3a grant to help us with expenses, including new banners for our Open Day in May.

We celebrated the 40th anniversary of u3a by organizing the return of a study day, welcoming many members to join us from neighbouring u3a's.

We had settled Membership @ £37, continued to offer Third Age Matters to those who wanted it, and delivered all newsletters by post.

Summer brought the return of our Visits.

The first involved the Porthcawl Pavilion where after walking around Porthcawl where Ceri Joseph explained the history of the town, we returned to, to enjoy a magnificent cream tea.

The next followed on from a monthly talk by Cenin and involved us visiting up the hill to see the recycling areas and wind turbines that they operate.

We visited Bibury in Gloucestershire.

We had another cream tea at Atlantic College and had a Aquaboat ride around Cardiff Bay, finally completing our originally planned visits for our 25th anniversary.

We had a varied programme of speakers including Sarah Murphy MS, not only for our monthly talks but also invited by individual groups with special interests.

There was one last Cream Tea, held by the Food in Britain Group at the Grove in October and many more social events, lunches and Christmas Do's.

All these on top of our regular meetings!

I am pleased to report that despite the challenges of these past years, our community has continued to thrive.

Our membership has stabilised, and we have added new activities, and programs to meet the evolving needs and interests of our members, particularly this year Sustainability. Our volunteers have worked tirelessly to ensure that our u3a remains a vibrant and engaging community and I am proud to be its Chair.

I must also add to this report how sad we were this year to mourn the loss of Mrs Dorothy Jones, One of Our Life Presidents and Founder Members.

Sally Corbett
Chair
Porthcawl u3a

Executive Committee for 2022
Chair (Sally Corbett)
Vice-Chair (Carolyn Perren)
Secretary (Jeff Perren)
Treasurer (Jaci Russell)
Membership Secretary (Gary Russell)
Ben Fielding
Lyn Irvine
David Parry
Laurence Parry
Lynda Marshall (resigned before year end)

Financial Report for the Period 1st January 2022 – 31st December 2022.

Bank Balances as at 31st December 2022

Treasurers Account	£7,121.86
Business Account	£7,039.81
Total Cash in Hand	<u>£14,161.67</u>

Outstanding Accruals for 2022.

Outstanding expenditure	£853.84
Income Adjustment, membership fee for 2023 received 2022	£42.00
Total Adjustments Across the Years	<u>£811.84</u>

Adjusted Opening Cash Flow Position as at 1st January 2023 **£13,349.83**

Summary for 2022.

As you can see from the **Statement of Accounts** for **2022**, our **largest** item of expenditure relates to **Room Hire**, which totals **£16,848.70**, this includes the outstanding December invoice to the Rugby Club. These were lower than expected because of cancelled group meetings in the early part of the year as restrictions changed. Our **second** highest cost relates to the **printing and posting of our Newsletter** to members without email addresses, this is due to the changes in which we distribute them, previously we had them printed, hand delivered in the Porthcawl area by volunteers and posted to members further afield. We now outsource this to a company that prints, collates and posts second class via franking machine. It is slightly more expensive, but the benefit outweighs it as we struggled to maintain our volunteer deliverers base due to health reasons caused by the pandemic. Our postage costs will have reduced accordingly and now we only post ad hoc information such as notification of member fees and how to pay them, and this is to members outside of Porthcawl only. **Third Age Magazine (TAM) costs reduced** because in 2022 we only offered to those members that requested it, going forward into 2023 we have removed this benefit and members that wish to receive it must now pay the charge themselves, as was the method pre pandemic. **Our Gift Aid income was greatly reduced due to the low membership fee for 2021.**

***Note:** The monies pertaining to 'visits and events' have to be reported in our accounts as they are income received and money spent, but are not part of core u3a funds, therefore aren't included in this summary.*

Comments:

We start 2023 with a reasonable cash flow balance of £7121.86 in our Treasurers account (everyday expenditure). Historically, pre pandemic, we would attempt to have a break-even bank balance, but with the times still being uncertain due to the rising cost of living including energy costs, we are still unsure how our venue costs might escalate for 2023, therefore your Trustees (Committee) decided to be cautious to try and avoid a much larger increase in a later year, so set our 2023 membership fee at £42.

Our main focus for 2023 is to build on our membership success, we've seen a few changes with interest groups as we continue to evolve to meet the changing needs of our members and local residents. This makes recruitment very important, and we can all continue to 'do' our bit by spreading the word amongst our friends, family and neighbours, invite them to come along and give us a try, and to share in the fun, laughter, learning, and social life that is Porthcawl u3a.

Jaci Russell
 Treasurer
 6th January 2023

Porthcawl u3a
Statement of Financial Accounts 2022

Treasurers Account	£
Opening Bank Balance as at 1st January	11,511.88
Closing Bank Balance as at 31st December	7,121.86
Business Bank Instant Account	
Opening Bank Balance as at 1st January	7,036.28
Closing Bank Balance as at 31st December	7,039.81
Note: Business Account received £3.53 of interest for the 2022 financial year.	

	2022		2021	
	Income	Expenditure	Income	Expenditure
	£	£	£	£
Membership	16,033.00		3,645.00	
Donations	25.94		20.00	
Gift Aid	797.49		3,125.21	
Group Leaders Events and New Members coffee Mornings	34.94	250.00		
Group Leaders Lunch		525.45		340.00
Open Day	307.80	260.27		
Visits and Events	6,882.40	6,665.00	745.40	402.00
Replacement Badges	9.00			
Members Overpayments			95.00	
TAM Magazine		100.50		1,315.78
Other	74.00	220.53	14.00	1,147.39
Card Reader Fees		0.65		
Newsletter		1,832.04		616.76
Printing		67.74		
Room hire		16,398.70		5,472.70
Postage		46.20		177.41
Equipment		10.11		50.32
Fee: Beacon		386.00		395.00
Fee: TATT Membership - Previously known as Capitation charges		1,544.00		1,382.50
Fee: Domain				62.24
Group Running Costs		43.53		
Recruitment Costs		60.00		
Members Refund				95.00
Zoom License		143.88		143.88
	<u>24,164.57</u>	<u>28,554.60</u>	<u>7,644.61</u>	<u>11,600.98</u>
Note: Income from visits is restricted income and not a part of the core u3a funds.				

Accruals - items that need to be accounted for across the years.

Bank - Income	Income	Expenditure
	£	£
Actual closing balance as at 31st December 2022	7,121.86	
Income received in December re 2023 membership	42.00	
Adjusted Closing Bank Balance as at 31st December 2022	<u>7,079.86</u>	
Expenditure		
Rugby Club December Room Hire		450.00
Rugby Club November Query re VAT charged on invoice		290.00
Hi Tide undercharge for Christmas meal, will be charged in January		30.00
Reimbursement for the Domain Fee to Gary Russell		83.84
Total		<u>853.84</u>

Assets as at 31st December 2022

Cash in Hand.	
	£
Treasurers Account	7,121.86
Business Bank Instant Account	7,039.81
Total Assets	<u>14,161.67</u>
Liabilities as at 31st December 2022	
	£
Outstanding payments	853.84
2023 membership fee received in 2022	(42.00)
Total Liabilities	<u>811.84</u>

Equipment

Porthcawl u3a hold pieces of equipment at various locations, including the Rugby Club, YMCA, Hi-Tide and at the homes of various Group Leaders. Due to the nature of our equipment it is not deemed to have large monetary value, therefore not classified as a depreciating asset.