

7. Appointment of Independent Financial Examiners

7.
It was proposed by Margaret Irving and seconded by Sue Tomlinson that Saint and Co be the independent financial examiners. It was passed nem con.

8. Motion

8.
Motion: To **delete**
“(i) to advance the education of the public and in particular the education of older people no longer in full-time gainful employment in Penrith and its surrounding locality;
(ii) the provision of facilities for leisure-time and recreational activities with the object of improving the conditions of life for the above persons in the interests of their social welfare.”
from section 3 OBJECTS of our constitution and **add**:
“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 Penrith and the surrounding area.”
Proposed: Mike Head
Seconded: Margaret Irving
It was carried nem con.

9. Election of Officers

9.
It was proposed by David Occomore and seconded by Brendan McManus that all officers be elected en bloc.
They were:
Chair - Mike Head, proposed Diana McManus, seconded Brendan McManus
Vice-chair - Andrea Willett, proposed Jane Boylan, seconded Janet Woodman
Secretary—Josephine Dunlop, proposed Diana McManus, seconded Mike Head
Treasurer - Denise Walker, proposed Margaret Irving, seconded by Josephine Dunlop
Maggie Neale, proposed Jane Dillon, seconded R M Bancroft
Sue Tomlinson, proposed Elaine Jenkins, seconded John Upson
Ian Forrest, proposed John Upson, seconded Peter Smith
Lesley Hall, proposed Josephine Dunlop, seconded Mike Head
Richard Hall, proposed Josephine Dunlop, seconded Mike Head
Teresa Douglas, proposed Andrea Willett, seconded by Ian Forrest.

10. Any Other Business

10
Val Bowen asked for consideration that a bulletin went to members who did not have email. It was agreed that this would be put to committee.

11. Date of next AGM

11.
The next AGM was confirmed as 20th June 2019.

NOTICE OF ANNUAL GENERAL MEETING to be held on Thursday 20th June 2019 at 2.15pm at the Playhouse, Penrith

AGENDA

1. Apologies for absence
2. To appoint two tellers
3. Motion: that the Minutes for the June 18th, 2018 AGM be adopted
4. Chairman's report
5. Financial report
Motion: that the accounts for 2018-2019 be adopted
6. Appointment of Independent financial examiner.
7. Election of Officers and Members of Committee
8. Any other business
9. To confirm Thurs June 18th, 2020 as the date of next AGM

If you would like to propose any member for a committee position, propose a motion, or have items for AOB, please contact the Chair, Mike Head, “Hilltop”, Wordsworth Street, Penrith. CA11 7QZ. Tel 01768 606627 by 31st May, 2019

Please note that a proposer and seconder are required for committee post nominations.

Report of the AGM held on 21 June 2018 at the Playhouse, Penrith

A quorum was established which enabled the AGM to take place.

1. Apologies

1.
Apologies were received from Sue Crothers, Andrea Willett, Teresa Douglas and Lesley and Richard Hall

2. Tellers

2.
Neil Barrett and Maggie Neale were appointed tellers.

3. Minutes of 2017 AGM

3.
The minutes were approved by the meeting nem con. They were proposed by Neil Barrett and seconded by Maggie Neale.

4. Chair's Report

4.
Penrith and North Lakes U3A has charitable status and we have once again completed a more detailed Annual Report on the proforma provided by the Charity Commission and copies of this are available online with paper copies also available. That report, however, is structured in a quite detailed way and intended to be read by someone who knows nothing about the U3A or what we do, so I will highlight what I think is relevant regarding our work in the last year.

Firstly, the Committee are also the Trustees of our U3A and have regard for the guidance issued by the Charity Commission on public benefit. We work with you all to further our charity's objectives, whilst also having regard to changing legal requirements. I am sure you will all join me in thanking our committee members who have put in such a lot of work behind the scenes, meeting every two months for formal committee meetings [of which there were seven this year], but also for their availability should the need arise. I particularly want to thank Margaret Irving, who is stepping down as our treasurer this year. She has done much to make sure that we adhere to the guidance given by the Third Age Trust in financial matters, whilst showing patience – especially with those groups who might be a little tardy with their year end accounts! Gift Aid claims are now also up to date, again no mean task. We are grateful too that Neil Barrett, whom we co-opted onto the committee in January with Gift Aid in mind, will take over this part of the role, and that we also have a volunteer for a new treasurer in Denise Walker.

In keeping with changing legal requirements, we have produced a new Data Protection Policy and Privacy Policy with new membership forms with privacy statement, all in time for the annual membership renewal and well ahead the new General Data Protection Regulations effective from 25th May. I would particularly like to thank our two membership secretaries and data officer for their work in these changing circumstances. We have also produced a Vulnerable Adults Policy with an emphasis on safeguarding and a "Support for members living with Dementia" document to complement our other "Support" documents, being mindful that some of our members might experience problems which are more common with aging. The Dementia work follows last year's AGM when we all became dementia friends, and additionally the group convenors also explored this topic at their October meeting last year.

The main achievements of our U3A, however, continue to be the work of the groups, their members and convenors, together with the monthly meetings and dedicated events which are open to all members. On 31st March 2018 we had 583 members, with 63 new members and we have 53 groups. Our Open Day in November continues to attract new members and I'd like to thank all those who contributed to make it a success. New groups include Scrabble, Ukulele Fun, and "Mainly for Men", the latter seeking to address the gender imbalance in our U3A and the national problem of older men being less likely to engage in social groups. Ian Forrest, our Group's Coordinator and the go-to person if a new group is being set up, continues to provide invaluable help and support for which we are grateful. I would though particularly like to thank all group convenors—and their members—for the ongoing successful running of all our many and varied groups. I would also like to thank Sue Thomlinson, who organises our monthly meetings as well as the "Poetry Works" afternoon in March with poet John Rice and the annual summer event – last year to Naworth Castle and Lanercost Priory and this year it will be to Bowes Museum on 19th July. Other meetings also open to all are Robin Acland's monthly English literature sessions, and collaboration with Penrith Remembers has continued with subjects such as Women Poets of WW1 and Benjamin Britten's War Requiem, the latter led by violinist Richard Deakin. We are grateful too to Robin and to Chris Wilkinson for all their work in publishing the newsletter, as well as those who distribute it. Also, thanks to those who make the tea, collect the signatures, help with the setting up of venues, arrange publicity etc.

We are grateful to those who continue to make PNLU3A the successful and enjoyable organisation it is.

5. Treasurer's Report

5. Our annual general income for the year was £11,373 and expenditure £10,509 giving a surplus of £864. Last year we had a deficit of £906 due to a committee decision to use some of our surplus funds to purchase equipment and subsidise educational visits. This year we once again agreed to purchase additional equipment for loan to groups and again subsidised the annual visit this time to Naworth Castle. However, our income had increased due to having claimed two years Gift Aid payments for 2014/15 and 2015/16 totalling £2,312 and subscriptions slightly up by £300. Expenditure was very similar to previous year. The year end general unrestricted balance was £16,388.

During the year we opened an interest-bearing account at Penrith Building Society. At the year end the balance in this account was £10,010 and other than £110 cash, the remaining balance of £6,268 is in our HSBC general current account. Last year we had a balance of £44 in our social account, but following advice from the Third Age Trust based on Charity Commission guidance this can now be included as part of our general fund and any activities previously deemed "social", providing they meet our charitable objects, will now be included in general activities. This £44 has therefore been transferred across to our general fund.

The Trustees have a policy of giving internal grants to interest groups for specific one-off costs for which criteria are set. In 2017/18 a total of £474 was spent although this included £96 awarded the previous year to Geology, which was not spent until May 2017. New grants were awarded to Pottery 1 £100, Pottery 2 £100, Literature £100, Architecture £8, Gardening £70. A further grant was awarded to Archaeology 2 but this will come into 2018/19.

Interest groups finances vary in that some groups have no financial transactions, some deal only in small amounts of cash, but others have greater amounts of income and expenditure which is handled through the Groups bank account. However, all of groups income and expenditure for the year is included in the accounts, convenors having a short period of time to get the information to the treasurer in order to get the accounts finalised. Total interest groups income for the year was £6,558 and expenditure was £7,273 giving a deficit on the year of £715. This deficit was primarily caused by groups using up some of their surpluses that had built up over previous years. The year-end overall balance for groups is £2,141 (bank £1,884, cash balance £257). Both group income and expenditure are considerably less than last year due to the Art Group's annual residential event at Rydal Hall no longer taking place. This has therefore meant that our overall turnover is reduced meaning our reserves position is now considerably higher than our stated aim of six to nine months. We will therefore look for further ways to reduce this in the coming year.

The treasurer pointed out that full copies of the accounts had been handed out at start of the meeting and a detailed financial report is included in the annual report, hard copies of which are available today. Both documents are also accessible on our website or can be requested.

6. Adoption of Accounts

6. The motion to accept the accounts was proposed by David Occomore and seconded by Maggie Neale. It was passed nem con.