

	Farnborough & District u3a	
	Annual General Meeting	
	28th October 2025	
	Present:	
	Chairman: Jerry Carlsson Vice-Chair: Pam Hay Treasurer: Ian Hutchings Secretary: Tina McCain Membership Secretary: Judith Layzell Events Co-ordinator: Paul Banner Monthly Meetings: Peter Wickwar Groups Co-ordinator: Neil Hay Media Co-ordinator: Dave Minnett 79 ordinary members were also present.	
1.	The Minutes of the last AGM:	
1,1	The only issue arising was the question of extending term times. This has been actioned by the Committee. There are 17% more classes for the current year than for the previous year – 2023/24. There are no classes during half terms because many of the venues are not available during the holidays. Sue Burke thanked the Committee for taking comments on board.	
1.2	It was proposed that the Minutes be accepted, and the motion was passed.	

2.	Chairman's Report:	
2.1	The list of Committee members: a) Andy Nelson, who was a great help to the Committee, has sadly died. Tina McCain has replaced him as Secretary. b) The position of Treasurer has been taken by Ian Hutchings. c) John Wright is to join us as Venues Co-ordinator. d) Neil Hay is standing down as Groups Co-ordinator, but will remain on the Committee. e) Pam Hay was re-elected as Vice-Chair. It was noted she would like to be relieved of the position if an alternative member can be found.	
2.2	Members were given a rebate on their joining fee for 25/26 because of the healthy balance of accounts. As a Charity the Charity Commission expect that we keep a reserve and we are able to do that. At the moment the reserve is higher than we would like. This was partly due to the selling of a set of handbells, and partly due to keeping more in reserve for the printing of the Yellow Book than was ultimately required. However, there will be slightly higher costs due to the extra classes mentioned above. Even so we hope to be able to offer members another rebate for the coming year.	
2.3	The new Beacon website is now up and running and has lots of functionality. The Committee has worked	

	very hard to achieve this. It keeps members details secure, and delivers great financial savings due to, among other things, allowing u3a to communicate with members by email, thus saving paper and postage. The Vice-Chairman asked for thanks to be given to the Web Master, Peter Hoyle, and to Judith Layzell, Naomi Ward and Catherine Brown for their help in setting up the new website.	
2.4	There have been changes to the activities offered. Some groups have merged. Supplemental fees are levied in cases where the class is run more frequently than fortnightly or there is a charge for a specialist tutor. The fee is dependant on the extra costs incurred and the size of the group. The Committee has not looked at per capita cost of groups.	
2.5	In cases where a member is also a member of another u3a, the capitation fee due to u3a association should only be paid once, but the member will need to prove membership of the other branch.	
2.6	The Chairman appealed for ideas for new groups, but with the caveat that group leaders will also be required. A new Pilates group has been organised which will start on 11th November.	

3.	Treasurer's Report:	
3.1	The Treasurer again thanked the Chairman for all the help and guidance he had provided during the year. Copies of the Treasurer's Report were circulated.	
3.2	With regard to Income, room hire is the greatest single expenditure. The costs in relation to Study Weeks have been separated out to avoid confusion.	
3.3	Gift Aid: The question of Gift Aid in relation to u3a as an association is being considered by HRMC and no response has yet been received.	
3.4	Administration costs have reduced considerably, aided by the introduction of Beacon. The Beacon software is paid for by subscription and comes with excellent technical support. The cost per member per annum is approximately £1.	
3.5	Study Groups: Some money is being held by the Committee in respect of refunds to members, including past members. Strenuous efforts have been made to repay these monies with some success. The Committee has no direct control over costs and payments of Study Groups.	
3.6	The Treasurer confirmed that the Accounts have been checked and will be sent to the Charity Commission.	
3.7	It was proposed and accepted that Peter Gardiner be elected as independent examiner for the coming year.	
3.8	The Accounts were accepted.	

4	Budget:	
4.1	Budget: There was a balanced budget with a small surplus.	
4.2	Allowing for inflation, it was anticipated that the Committee would be able to make another refund next year to members and reduce the reserve.	
5	Election of Committee	
5.1	The following members were elected: Chairman: Jerry Carlsson Vice-Chair Pam Hay Treasurer Ian Hutchings Committee Secretary Tina McCain Membership Secretary Judith Layzell Committee Members: John Wright Neil Hay Peter Wickwar Dave Minett Paul Banner	

6.	Questions raised by Members:	
6.1	a) Providing meetings late afternoon or early evening. The Committee agreed to look into this and try and ascertain if there was a demand, and whether venues were available. b) Discounts for pension credits. The Committee agreed to discuss this at the next Committee Meeting in November. c) Extra Fees for certain classes: Chairman advised the extra charge for bridge is the cost of providing the room. Half is paid by u3a and half by group members. Generally, if groups are very small and also require tutors, the costs can be prohibitive.	
7	Conclusion of AGM	
7.1	Chairman closed the meeting and thanked members for attending. The next Annual General Meeting will be in September 2026.	