Petersfield
Charity No. 1060354

Minutes of the 29th Annual General Meeting

held on Monday 11th November 2024 at 2.30pm

at Petersfield Community Centre

Chair: Charles Price, Chair of the Management Committee

1. **Chair's Welcome and Apologies**
   126 attendees were welcomed to the Meeting by Charles Price, Chair.

   Apologies were received from: Jean Travis-Dade; Mike Wallace; Barbara Mace; Neil and Janetta Dobinson; Vivienne Bradley; Brian and Pauline Mulcock; Ian Lewis; Jeremy Bacon; Marianne Holmes; Kate Perry; Valerie and Terence Connor; Madeline Fox; Liz Aspinall; Liz Mayson; Richard Barnes; Les and Hilary Jarman; Jenny Carter; John Gummerson; Martin Bowles; Cliff and Wendy Roffey; Duncan Wright; Brian Mayo; Andy Beevers; Steven Watts; Joan Shepley; Pamela and Ian Chambers; Tim Salter; Angela Bailey; Jan Mallett; Peter Ball; James Deane; Natalie Shaw; Liz Willars; Gordon Osborne.

   Angela Bailey and James Deane nominated the Chair as their Proxy. Madeline Fox completed an Absentee Voting Form supporting all motions.

2. **Notice of the Meeting issued on Friday 7 October 2024**
   Taken as read.

3. **Minutes of the Previous Meeting**
   The Minutes of the 28th Annual General Meeting held on 9 October 2023 were unanimously agreed as a true record. There were no matters arising.

4. **Chair's Annual Report**
   Charles Price, Chair of the Management Committee, drew attention to some points made in his Annual Report, which had been pre-circulated by email and post. He thanked all members of the Management Committee for their efforts over the last year, as well as all conveners and the wider body of volunteers. He noted that, following a 'roller-coaster' of a year, the Management Committee is now significantly enhanced, and introduced new members of the Committee. He was optimistic that over the year ahead progress will be made in three main areas:
   a) Expanding the use of IT systems (Beacon, the website) by groups, enabling them to keep information current and develop greater self-sufficiency in IT use – ideally a team effort, rather than a task for the convener alone;
   b) Developing enhanced communication and relationships between groups and the Management Committee;

c) Reducing the number of double payments where standing orders are set up, which is admin-intensive – Charles Price requested that, to avoid paying twice for annual membership, all members should note when their standing order falls due.

The Chair's report, proposed for acceptance by Jenny Thwaites and seconded by Mike Owen, received unanimous approval.

5. Receipt and Approval of the Annual Accounts

Greg Cumming, Treasurer, summarised key points from the Accounts for the year to 31 August 2024, which had been pre-circulated by email and post. He observed that there remains a need to reduce the sums held in reserve, and invited members to pass on their ideas for using some of this money productively while in line with the organisation's charitable status. He explained that the Accounts had not yet been approved by the Independent Examiner, and therefore could not yet be proposed to members. The outstanding issue related to a need to adjust the balance between Restricted funds (generally monies held on behalf of Groups) and Unrestricted funds, which would have no effect on the total reserves held. The ensuing delay would necessitate the calling of an Extraordinary General Meeting for members to agree the final accounts, probably in early 2025. As an alternative, the Chair proposed the following Motion:

The AGM to approve the treasurer's report, subject to corrections wherein:

- *the overall effect of correcting the balances between Restricted and Unrestricted holdings is less than £1000,*
- *the effect on total reserves is £0, and*
- *any necessary changes to the 2024 u3a accounts are signed off by our examiner.*

If any of these provisions is not met then an EGM to approve the 2024 accounts will be called as soon as possible, bearing in mind the requirement for a quorum.

The motion was seconded by David Hague, and approved with one vote against.

6. Appointment of the Financial Examiner

Greg Cumming, Treasurer, proposed that James William Cleverly should be reappointed as Independent Financial Examiner. This was seconded by Roy Hubbard and unanimously approved.

7. Composition of Management Committee 2024-25

The resignations from the Management Committee of Robina Whitehorn and Louise Fox were recorded.

Charles Price, Chair, was proposed for re-election by Jenny Thwaites, Vice-Chair. The following members of the Management Committee were also proposed and unanimously elected:

- Jenny Thwaites – Vice-Chair, proposed for re-election by Charles Price
- Greg Cumming - Treasurer, proposed for re-election by Charles Price
- Sandy Stephens – Membership Secretary, proposed for re-election by Charles Price
- Peter Lake, proposed for re-election by Charles Price
- Rose Noonan – Secretary (co-opted 17 September 2024), nominated by Robina Whitehorn
- Bernice Reilly (co-opted 17 September 2024), nominated by Charles Price – Groups Coordinator

- Pauline Kneen (co-opted 17 September 2024), nominated by Charles Price – Volunteers Coordinator
- Doreen Challen, nominated by Sandy Stephens – Secretarial Support
- Titian Fleming, nominated by Sandy Stephens – Speaker Secretary

8. **Any Other Business**
   There was no other business.

9. **Chair's Closing Remarks**
   Charles Price expressed thanks to all for attending and wished all members an enjoyable year ahead.

The meeting concluded at 3.05pm.

Date and time of next Annual General Meeting: Monday 10 November 2025

DC
14 November 2024