

**MINUTES OF THE THIRTIETH ANNUAL GENERAL MEETING held at 2pm, 26th June 2024, at the Bat & Ball Centre, Crampton's Road, Sevenoaks, TN14 5DN**

**1. Quorum.**

There were 83 members present at the Meeting. The Tellers (Bob Ruffles and Charles Hebert) confirmed that the meeting constituted a quorum. (There were in addition 8 email and 4 postal voters not present at the meeting giving a total of 95).

**2. Apologies for Absence**

Apologies had been received from: Pam Walshe, Merilyn Canet, Maureen Robson, David Robson, Joanne Watts, Mike Dudding, Claire Roberts, Amanda Birch, Susan Henson, Terry Platt, Anne Cadwallader, Linda Richfield, Valerie Anne Ingram, Georgina Reynolds.

**3. Voting**

The Chairman (Ken Brown) introduced the Tellers, Bob Ruffles and Charles Hebert and explained that voting would be by raising a hand. A motion is agreed if a simple majority present vote for the motion. Non-members are not able to vote. Any members present who had voted by post were reminded that they should not vote again at this meeting.

**4. Minutes of the AGM held 28th June 2023.**

Members were invited to ask questions about the Minutes, but there were none. The Motion to approve the Minutes, which had been proposed by Mike Davies and seconded by Jill Davies, was agreed by a large majority of members in both the poll of members present and those voting by post. None opposed. One abstention amongst postal votes.

**5. Trustees' Report 2024**

The Report had been distributed in advance of the meeting. Members were invited to ask questions about the Report, but there were none. The Motion to accept the Trustees' Report, which had been proposed by Nick White and seconded by Barbara Coleyshaw, was agreed by a large majority of members in both the poll of members present and postal votes. None against and no abstentions

**6. Accounts for the year ended 31<sup>st</sup> March 2024**

The Accounts had been distributed in advance of the meeting. Members were invited to ask the Treasurer questions about the Accounts, but there were none. The Motion to accept the Accounts, which had been proposed by Jim Purves and seconded by David Gardner, was agreed by large majorities of members in both the poll of members present and those voting by post. There were no votes against or abstentions. The Chair thanked Michael Harwood for auditing the accounts for 2023/24.

**7. Matters arising from the Minutes, and the Trustees' Report and Accounts**

Members were asked if there were any matters arising from the Minutes, and the Trustees' Report and Accounts. There were no matters arising.

**8. Election of Executive Committee Officers:**

**Election of the Chairman – Doreen Pascall** had been nominated for Chair by Patrick Pascall and seconded by Lynda Alleeson. Doreen Pascall's appointment was agreed by large majorities in both the poll of members present and those voting by post.

**9. Election of Other Executive Committee Members:**

**No nominations received**

**10. EC Posts**

The retiring Chairman also thanked all his colleagues on the EC for their support.

**Group Development** – The Chair explained that Sue Christy was coopted onto the EC during the year and has rebuilt Group Support. She will continue to lead in the short term until her replacement is found but not as a Trustee. We are very grateful to Sue.

**Membership Secretary** - Jenny Ruffles continues to do an excellent job leading the Membership and Recruitment Team but not as a member of the EC. We are very grateful to Jenny.

**New Trustees** – We are in urgent need of more help with only five trustees at present and hope to coopt more EC members during the year. It was appreciated many at the meeting had already served on committees or lead groups for many years.

**11. Appointment of Independent Examiner:**

The appointment of Michael Harwood as Independent Examiner of Accounts was agreed by large majorities in both the poll of members present and those voting by post. There were no votes against and two abstentions amongst the postal votes. The Chair thanked Mike for undertaking to audit the accounts again.

**12. Any other business:**

**Vote of Thanks** – Nick White thanked the trustees who served on the Executive Committee over the last year for their hard work on behalf of Sevenoaks u3a. He expressed gratitude to Doreen Pascall for standing as Chairman. He reminded members that the Constitution requires there to be a minimum of five trustees and a maximum of twelve. With only five now in post new additional trustees were urgently needed to ensure future compliance and share the workload.

**13. Closure of Meeting.**

The Chair declared the formal part of the meeting closed at 14.25.

The newly elected Chair Doreen Pascall added that she was proud to be taking over as Chairman having been a member since 2002. She felt Communication was key to the success of Sevenoaks u3a and drew attention to the new website launched on June 9<sup>th</sup>.