



Tewkesbury and District

AGM Booklet

34th Annual General Meeting 10:30am

Monday 8th December 2025

Baptist Church Hall,

Station Road,

Tewkesbury

GL20 5DR

*Mulled wine, mince pies, tea or coffee
from 10:00am*

AGENDA

1. Apologies (2025)
2. Minutes of 33rd AGM, 9th December 2024
3. Chairperson's Annual Report (2025)
4. Membership Secretary's Annual Report (2025)
5. Treasurer's Annual Report (2025)
6. Nomination of Independent Examiner/Auditor
7. Election of Officers and Members of the Committee
8. Any Other Business

NB The Chair will only accept questions for the AGM in writing and if submitted at least fifteen days in advance, namely by 22nd November 2025.

**u3a TEWKESBURY AND DISTRICT - MINUTES OF
33rd ANNUAL GENERAL MEETING ON
MONDAY 9th DECEMBER 2024**

1. **Apologies:** Elizabeth Peche, June Flude, Peter Jones, Jenny Barr.
Total members present: 110 (quorate). No motions for the AGM had been received and no voting forms for committee posts were received.
2. **Minutes of the 32nd AGM on Monday 11th December 2023:**
had been circulated prior to the meeting. The Minutes were proposed for acceptance and publication.
(Proposer: Ken Flude; Seconder: Barry Minett-Smith).
Matters Arising: none. Motion accepted by majority vote.
3. **Chair's Annual Report:** had been circulated prior to the meeting.
(Proposer: Val Croudass; Seconder: Shirley Channing). Motion accepted by majority vote.
4. **Membership Secretary's Annual Report:** had been circulated prior to the meeting. (Proposer: Linda Whittaker; Seconder: Pauline Dickinson). Motion accepted by majority vote.
5. **Treasurer's Annual Report:** had been circulated prior to the meeting. (Proposer: Jean Turner; Seconder: Sophie Franklin). Motion accepted by majority vote.
6. **Nomination of Auditor:** that Devereux and Hunt should again be appointed independent examiners for the coming year.
(Proposer: Ken Flude; Seconder: Sylvia Murdoch). Motion accepted by majority vote.
7. **Proposed Committee Changes:** There were two changes from the previously published proposed new Committee. The Treasurer Robert Mackintosh was sadly seriously ill and could not carry on, so a replacement was urgently needed. In addition, the candidate for Publicity Officer had withdrawn their nomination.

8. Thus, there were vacancies for both the Treasurer and Publicity Officer roles. In such circumstances, our u3a Constitution allows for volunteers from the floor to be nominated. A short job description of both roles was given. Sophie Franklin volunteered for the Treasurer role for a few months on an interim basis until a permanent post holder could be found. (Proposer: Pauline Dickinson; Seconder: Dianne Walker.) Motion accepted by majority vote.

There were no volunteers for the Publicity Officer role. To fill the roles on a permanent basis, both posts would be advertised. Anyone interested should contact the Committee

9. **Election of Officers and Members of the Committee:** In view of the above, the previously circulated proposed committee nominations were now amended to be as below. As each person of the now amended Committee list had been individually proposed and seconded, the whole Committee was proposed into office en bloc. (Proposer: Steve Carter; Seconder: Carol Minter). Motion accepted by majority vote.

NOMINEE & ROLE	MAX TERM	PROPOSER	SECONDER
Ian McHardie-Jones – Chair	Dec 2029	Ian Barber	Kathryn Barber
Vacancy - Vice Chair			
Elizabeth Peche – Business Secretary	Dec 2029	John Torr	Audrey Torr
Richard Hart – Membership Secretary	Dec 2025	Eileen Hart	Olive Prior
Sophie Franklin – Treasurer (Temporary)	Dec 2029	Pauline Wilkinson	Dianne Walker
Bridget Berger – Minutes Secretary	Dec 2029	Peter Jones	Tom Irwin
Neil Leyden – TUTA News Editor	Dec 2025	Pam Frith	Christopher Frith
Calvyn Price – Webmaster	Dec 2027	Lesley Offer	Shirley Channing
Justin Gowthorpe – Purchasing & Equipment Officer	Dec 2025	Sophie Franklin	Ann Mogie
Michael Barrett - Groups Liaison Officer	Dec 2028	Robert Price	Steve Fisher
Mike Jones – Speaker Secretary	Dec 2026	Bob Walton	Shirley Channing
Vacancy – Publicity Officer			
Val Croudass – New Members Officer	Dec 2027	Junie Arnold	Gail Breeze
George Webb – Meetings Organiser	Dec 2025	Gillian Griffiths	Bob Walton
Sophie Franklin – Events Officer (As non-Committee)		Not required	Not required

After AGM Note. Katie Rowan came forward for the permanent Treasurer position and was appointed by the Committee, so Sophie Franklin did not temporarily take on the role.

10. **Any Other Business:** Duncan Fraser advised that he and Ian Barber would stand down having served for five years on the Committee. But, as was custom for the retiring Chairperson, Ian Barber was being offered the role of Honorary President. (Proposer: Maureen Lucas; Seconder: Ken Flude). Motion accepted by majority vote.

11. Ian Barber then requested a minute's silence for those who had passed away since the last AGM.

12. **Committee Thanks.** The new Chairman Ian McHardie-Jones gave Ian Barber and Duncan Fraser a small token of appreciation for their long years of service and commitment to the u3a. This was supported by all members with a strong round of applause.

13. The meeting ended at 10.51. 110 members attended.

3. Chairperson's Annual Report 2025

I'm coming close to surviving my first year as Chairperson of Tewkesbury and District u3a. "Challenging" could be one word to describe the journey so far. With six Committee Members to replace, including the Treasurer's job after the untimely passing of Bob Mackintosh in January. Although I never had the privilege of working with Bob, he did a wonderful job. This year Liz Peche joined the Committee as Business Secretary, Katie Rowan took up the mantle as Treasurer, Sophie Franklin our Events Officer, became a Committee Member too, plus Shirley Channing took up the new position of Accessibility Officer.

Since taking up the Chairpersonship from Ian Barber (a hard act to follow), I've tried to adopt a "visible, accessible, hands on" approach by attending as many events as possible and doing my best to visit all group activities by the end of the year. So far, so good. Behind the scenes we are looking at ways of supplying Group Leaders with up-to-date information on venue costs and income collected. One good example of this is the Mah-Jong Group. They have recently moved to a more comfortable venue at two

thirds of the cost, win, win! There are other cost centres currently under review including our storage facility. The aim of all these exercises is to examine ways in which we can sensibly make savings without compromising facilities and the services they offer. This should result in better use of u3a funds, with hopefully more money available for members to use, if, or when required.

The Monthly Speakers' Meetings are as popular as ever, with a selection of very interesting topics. My favourite so far.... The Great Train Robbery. Those members who regularly attend will be relieved to know that they won't have to listen to me droning on about Committee vacancies anymore because I'm delighted to say they are all filled. My heartfelt thanks to those members who have stepped up to the plate. Cribbage and Theatre Visits have been added to our activities list. Please support Katie and Pam respectively so that these two new ventures can get off ground. Contact details are in TUTA News. My thanks to those Group Leaders who have stepped down this year for their hard work and dedication. To those who have taken their place, thank you and good luck.

Finally, to my fellow Committee Members who are "retiring" this year: Richard Hart, Neil Leyden, Justin Gowthorpe and George Webb. Thank you for your help, understanding, guidance and support over the past year. I will miss you all. Can I take this opportunity to wish all u3a members a Happy Christmas and an enjoyable u3a New Year.

Ian McHardie-Jones
Chairperson

4. Membership Secretary's Annual Report 2025

At the time of writing we have 609 members (597 last year). Since the last renewal meeting in November '23 there have been 89 new member applications but inevitably some existing members have not renewed for one reason or another.

67% of members have their TUTA News posted to them and just 50 people subscribe to the Third Age Trust magazine, u3a Matters.

Most membership payments are now made online using PayPal or bank

transfer and the use of the card reader for payment at general meetings is very popular.

I have now come to the end of five years on the Committee and will hand over to my successor at the AGM in December.

Richard Hart
Membership Secretary

5. Treasurer's Annual Report for financial year ending 31st August 2025

Tewkesbury and District u3a continue to maintain a healthy balance sheet. We have reduced our funds to be nearer the Charity Commission guidance for a charity our size. Although we have had to withdraw some funds this year when our bank balances ran low and we needed some funds to continue paying bills at that time.

We have also continued to suspend the 50p members charge for the monthly General Meetings and the 50p levy per person attending each group activity/session. Our main income comes from our annual membership fee bringing in about £7000, but £3000 of this goes to the national u3a as our affiliation fee.

This year, there have been some significant purchases – replacement laptops for committee members, equipment to support groups to function better and the cost of printing and postage of our excellent TUTA news. To advertise our groups in local publication such as Tewkesbury news also comes at a cost to us. The cost of venue hire for many of the groups is covered by individual fees charged to their participants.

We continue to regularly monitor costs and the hire charges. Although not yet approved by our external examiner at the time of writing (2/10/25), the following figures show we have a positive balance which enables us to continue functioning and cover any foreseeable commitments.

Accounts for year ending 31st August 2025

Income	2024-25	2023-24
Membership fees	£6931	£6538
Group & Meeting fees	£21374	£18672
Group Meetings	£150	£49
Events	£1805	£1744
Admin/Sundries	£140	£61
Gift Aid	£943	£964
Interest (incl CCLA)	£694	£690
Totals	£32037	£28718
Expenditure	2024-25	2023-24
u3a Affiliation Fees	£2860	£2675
Group & Meeting Costs	£21212	£17513
General Meetings	£1567	£1747
Events	£1840	£1612
Admin/Sundries	£1732	£5778
Tuta News/printing & postage	£5518	in admin costs
Storage	£693	in admin costs
Advertising	£2391	£1363
Equipment	£903	£1720
Totals	£39082	£32408
Profit/Loss	-£7045	-£3690
Cash at bank	£14316	£21169

Katie Rowan
Treasurer

6. Nomination of Independent Examiner/Auditor

Consideration of the proposal that Devereux & Hunt be appointed independent examiner/auditor for the coming year.

7. Election of Officers and Members of the Committee 2025/26

NOMINEE & ROLE	MAX TERM	PROPOSER	SECONDER
Ian McHardie-Jones – Chair	Dec 2029	Barry Minett-Smith	Veronica Silber
Vacancy – Vice Chair			
Elizabeth Peche - Business Secretary	Dec 2029	John Torr	Audrey Torr
Alan Shrives - Membership Secretary	Dec 2030	Roger Walker	Jonathan Wise
Katie Rowan – Treasurer	Dec 2030	Duncan Fraser	Shirley Channing
Veronica Silber – Minutes Secretary	Dec 2030	Janice Ison	Karen Beesley
Geoff Bryant– TUTA News Editor	Dec 2030	Richard Price	Caroline Spacie
Calvyn Price – Webmaster	Dec 2027	Shirley Channing	Stephen Channing
Vacancy - Purchasing & Equipment Officer			
Michael Barrett – Groups Liaison Officer	Dec 2028	Hugh Bennett	Linda Whittaker
Mike Jones – Speaker Secretary	Dec 2026	Pat Horsley	Andrea Walton
Vacancy – Publicity Officer			
Val Croudass – New Members Officer	Dec 2027	Veronica Silber	Carol Minter
Vacancy - Meetings Organiser			
Sophie Franklin – Events Officer	Dec 2030	Justin Gowthorpe	Tina Ash

There is a vacancy for a Vice Chairperson, but at present there is no requirement to fill the role. Ideally, it would be good if someone could take on this role in the year before the Chairperson stands down from the Committee, with a view to then standing for election as Chairperson at the next AGM.

There are also vacancies for Minutes Secretary, TUTA News Editor, Purchasing & Equipment Officer, Publicity Officer and Meetings Organiser. If there are no other nominations for Meetings Organiser, George Webb has offered to continue as Meetings Organiser but not as a committee member.

8. Any Other Business:

To include any items submitted before the deadline of 22nd November 2025.

**Information for members who do not have access to a
computer**

Instructions for early voting

Committee Nomination Form

Motion/Recommendation form

Voting form.

1. The AGM will be held in-person at the Baptist Church Hall, Station Road, Tewkesbury, GL20 5DR. The AGM will start at 10:30am and will be followed by a talk (topic and speaker to be confirmed later). Attendance of a quorum of one-tenth of the membership will be required (at least 60 members as at October 2025) or the AGM, but not the following talk, will have to be adjourned for another time.
2. The AGM Agenda and standard motions to be voted upon are contained in the Booklet.
3. As last year, this Booklet has some forms for completion and return if appropriate. These include additional nominations for Committee members, additional motions, and a voting form to allow those members **not** attending the AGM to register their choice, plus guidance for completion and return of the forms. The voting form should **not** be completed if you are planning to be at the AGM.
4. Any additional motions or nominations for the Committee will be added to the agenda on the day and voted upon at the AGM.
5. Please note **22 November 2025** is the final date for receipt of all forms and further motions for the AGM, i.e. at least 15 days before the AGM. The chairperson will **not** accept motions on the day of the AGM.
6. If you have questions about the procedures, please contact the Minutes Secretary as detailed below.
7. Finally, thank you all for your cooperation and for remaining members of our u3a during the past year. The Committee hopes 2026 will be an enjoyable year for everyone.

Minutes Secretary - minsec@tewkesburyu3a.org.uk

01684 325013 - This is our official telephone number and may connect us to an answerphone service.

34th AGM - NOTES ON COMPLETION & RETURN DETAILS FOR FORMS

The relevant Form should be completed and returned to the Minutes Secretary, by no later than **22 November 2025**.

Send either by post to:

Minutes Secretary, c/o 17 Marina Court, Trafalgar Road, Tewkesbury, Glos, GL20 5AY

or by e-mail to: minsec@tewkesburyu3a.org.uk

IF SENDING BY POST

Cut out the relevant form.

With each of the listed items either write the details requested or make your selection by placing an "X" in the box of your choice.

Ensure you fill in your name and membership number, plus where needed any other details requested.

TEWKESBURY & DISTRICT u3a
COMMITTEE NOMINATION FORM

There are nominations to stand for some of our committee posts at December 2025 AGM. Details are in the AGM booklet. There are five Officer posts (Editor TUTA News, Minutes Secretary, Membership Secretary, Purchasing & Equipment Officer and Meetings Organiser).

If you would like to nominate a u3a member for these vacant posts or as an alternative to other committee posts, please complete the details below.

I would like to nominate the following to be a member(s) of the Committee. I have their permission to do so.

POSITION	NAME
Chair	
Business Secretary	
Membership Secretary	
Treasurer	
Non-Officer	
Non-Officer	
Non-Officer	
Non-Officer	
Non-Officer	
Please annotate if a Non-Officer is only being proposed for a specific role/post. Proposed by:- Membership No:- Email address:- Date:- Seconded by:- Membership No:- Email address:- Date:-	

MOTION/RECOMMENDATION FORM

If you wish to propose a motion or recommendation to be considered at the 34th AGM on Monday 8th December 2025 please complete the appropriate space below.

Motion/Recommendation

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Forms must be posted or e-mailed to reach the Minutes Secretary by **22 November 2025**. Motions/recommendations must be proposed and seconded by current members of Tewkesbury & District u3a.

Proposed by: -

Membership No: -

E-Mail address: -

Second by

Membership No: -

E-Mail Address: -

Date

VOTING FORM

Please vote in the boxes below.

Only to be completed by those members **NOT** present at the 34th AGM on 8th December 2025

1. I, being a member of Tewkesbury & District u3a, approve the following.
2. **Minutes of Tewkesbury & District 33rd AGM 9th December 2024 accepted as a true record.**

AGREED	DISAGREED	ABSTAIN

3. **Chairperson's Annual Report 2025**

AGREED	DISAGREED	ABSTAIN

4. **Membership Secretary's Annual Report 2025**

AGREED	DISAGREED	ABSTAIN

5. Treasurer's Annual Report 2025

AGREED	DISAGREED	ABSTAIN

6. Nomination of D e v e r e u x & H u n t as Independent Examiner/Auditor

AGREED	DISAGREED	ABSTAIN

8. Election of Committee Officers

NOMINEE & ROLE	MAX TERM	PROPOSER	SECONDER
Ian McHardie-Jones – Chair	Dec 2029	Barry Minett-Smith	Veronica Silber
Vacancy – Vice Chair			
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Val Croudass – New Members Officer	Dec 2027	Veronica Silber	Carol Minter
Vacancy - Meetings Organiser			
Sophie Franklin – Events Officer	Dec 2030	Justin Gowthorpe	Tina Ash

AGREED	DISAGREED	ABSTAIN

(Please complete it in capital letters)

Member's Detail

Name

Membership Number

Date

