

Dear Members

Please find herewith your copy of the papers for the forthcoming **Annual General Meeting of Droitwich Spa & District u3a**, which will take place at the normal Monthly Meeting to be held at the Norbury Theatre on

Monday, 21 July 2025 at 2.30 pm

Please remember to have your membership cards with you

If after 30 minutes of the designated start of the meeting there is no quorum present then the Annual General Meeting will be adjourned until the September Monthly Meeting when as per our Constitution, Clause 16.v "... If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the members present shall be a quorum."

We intend to keep the AGM as brief as possible so please take the opportunity to read through these papers before the meeting. The main items are to approve the Minutes of the AGM held on Monday 17th June 2024, to approve the Accounts for 2024-2025 and to elect a new Committee. It will also give you the opportunity to make any comments or ask questions. Paper copies of these reports will not be available at the AGM, so please bring copies with you. If you cannot print your own copy please contact the Business Secretary, Lesley Short, at **lesleyshort8655@gmail.com**

Please submit items that you would like raised under Any Other Business to the Business Secretary by email at the address above by **Monday 9th July 2025**.

Refreshments will be served after the following Monthly Meeting talk.

PLEASE ATTEND

DROITWICH SPA & DISTRICT u3a ELECTION OF COMMITTEE 2025/26

The constitution allows for the election of up to five Officers:
Chair, 2 x Vice Chair, Treasurer and Secretary.

The constitution allows for the election of up to twelve members in total (ie. to include the Officers above), and who may include Membership Secretary, Social Secretary, Existing Groups Co-ordinator, New Groups Co-ordinator, Newsletter Administrator, Speaker Organiser, Website Administrator, Beacon Administrator, Accessibility Officer and Minutes Secretary.

Nomination forms for the Committee will be circulated to members, and further forms may be obtained from the Business Secretary by email at the address above.

Closing date for nominations to the Committee is 9th July 2025, and details will be circulated to you prior to the AGM on 21st July 2025

DROITWICH SPA & DISTRICT u3a
13th ANNUAL GENERAL MEETING at 2.30 pm on
MONDAY 21st July 2025 at The Norbury Theatre,
Friar Street, Droitwich Spa

AGENDA

- 1. Apologies for Absence:**
- 2. Chairman's Welcome**
- 3. Approval of 2024 AGM Minutes and Matters Arising**
- 4. Charity Trustees Report**
- 5. Chairman's Report**
- 6. Secretary's Report**
- 7. Approval of the Accounts 2024-25 and Treasurer's Report**
- 8. Approval of Independent Examiner**
Margaretta Swann has offered her services as Independent Examiner for 2025-26
- 9. Appeal for Candidate(s) for Committee Members**
- 10. Election of Officers**
- 11. Election of Committee**
- 12. AOB**
Proposal for the appointment of an Honorary President
- 13. Date of Next Meeting**

MONDAY 15 JUNE 2026

Droitwich Spa & District u3a
Minutes of the 12th Annual General Meeting
Monday, 17 June 2024

- 1. Apologies for Absence:**
Apologies had been received from 49 members (see separate list)
- 2. Chairman's Welcome**
The Chair, Mike Bracey (572) welcomed the 128 members who were in attendance
[Quorum for the meeting was 74 members, based on a membership of 494 on 17 June 2024]
Thanks were given to retiring Officers: Treasurer Paul Lynskey (790), Business Secretary Les Hazlewood (42), other Committee members: Social Secretary Carole Smallwood (21), and non-Committee volunteers: Website and Facebook Administrators Liz and Malcolm Ross and Newsletter Editor Dot Coleman (635)

3. Approval of 2023 Minutes and Matters Arising

The minutes of the previous AGM had been circulated by post and email to members prior to the meeting. These were accepted by the members present, proposed by Brenda Wornham (28), seconded by Gay Enoch (46).

- 4. Charity Trustees Report** These reports had been previously circulated and
5. Chairman's Report were accepted without further comment
6. Secretary's Report

7. Approval of the Accounts 2023-2024 and Treasurer's Report

The accounts had previously been circulated. Approval of the accounts was proposed by Roy Thurston (485) and seconded by Peter Taylor (6) and were agreed by those present

8. Approval of Independent Examiner

Margaretta Swann (782) has offered her services as Independent Examiner for 2024-2025 and this was agreed, proposed by Jenny Leonard (252), seconded by Val Hawley (1)

9. Appeal for candidate(s) for Chairman and non-officer Committee Members

An appeal for candidates was not necessary, but co-options to the Committee were possible and anyone who was interested in serving should contact the Chair later

10. Election of Officers

The following nominations had been received:

Chair	Mike Bracey (572)	Treasurer	David Hibbitt (1028)
Vice-chair	John Donnelly (1049)	Business Secretary	Lesley Short (1062)

11. Election of Committee

The following nominations had been received:

Susan Ackrill (911)	Anne Everard (336)	Les Hazlewood (42)
Janet Smith (899)	Geoff Stollard (971)	Barry Tait (900)
Clare Waite (897)		

The election of Officers and other Committee members, was agreed en block

12. AOB

It was proposed that Gay Enoch (46) should continue as Honorary President, and this was agreed. It was noted that non-Committee members Alan Meyrick (512) was to be the Accessibility Officer and Val Hibbitt (926) to be the Newsletter Editor.

13. Date of Next AGM 16 June 2025

The meeting was then closed at 2.43 pm

Trustees Report, 2025

This report to the Droitwich Spa & District u3a membership complies with the requirements of the Charity Commission and The Third Age Trust.

Organisation: Droitwich Spa & District u3a is a charity registered with the Charity Commission. The Executive Committee currently consists of 10 members, all of whom are Trustees of the charity, together with the addition of 1 co-opted member.

Philosophy of Droitwich Spa & District: Our u3a is a learning cooperative. Our success depends on **everyone** contributing in some way; our ethos being "for and by the members". There are many ways in which members can contribute, by running a group, by joining the Executive Committee, or by simply volunteering to help group leaders or the committee, on a temporary or permanent basis.

Group Activities: Thanks to the dedication and hard work of our Group Coordinators, Anne Everard and Sue Ackrill, the Group Leaders and the contributions of our members,

our interest groups continue to flourish. We currently have about 59 such groups. Hopefully as our membership increases, we will see more new groups develop. We remain committed to try and revive any lapsed groups as well as ensure the viability of new groups through the hard work of the Groups Coordinators, the cooperation with neighbouring u3as and subsidising the start-up of new groups where needed.

Our general Monthly Meetings continue to meet face-to-face and are supplemented by more specialist topics presented by our Maths, Science and Technology Group.

Social Events: We held our annual Strawberry Tea in August 2024 and a Christmas Lunch in December 2024. Both events proved to be extremely successful, thanks to our Social Secretary, Claire Waite. Both events were well attended and enjoyed by all who attended.

Membership: Membership remains consistent with a steady influx of new members throughout the year. By the end of the membership year in March 2025 we had 603 full members together with 31 Reciprocal members. Our members benefit enormously from being active within their local community and being socially connected.

Finance: Our Accounts for the year continue to be healthy as is shown in The Report & Accounts for 2024-25. Our Executive Committee is committed to ensuring that our u3a is run as efficiently as possible for the benefit of members.

Communications: Emails remain the most effective method of communication with members. The website is the main conduit for our membership enquiries and with a Facebook page, which we hope to find someone to take control of, this could introduce us to a wider public.

We continue to deliver the bi-monthly Newsletter to members by email thanks to our great Newsletter Editor, Valerie Hibbitt.

Collaboration: We continue to participate in the activities organised by the Cotswold Link and the West Midlands Regional Network. We also actively engage in collaboration with neighbouring u3as over the provision of interest groups.

Thanks: Thanks are due to all our members for keeping our u3a vibrant and dynamic, especially all Committee Members, Group Leaders and other Volunteers such as Fire Stewards, Meeters and Greeters and the ladies who provide refreshments at our monthly meetings.

Lesley Short, Business Secretary
May 2025

Report from the Chair, 2025

The last 12 months has seen Droitwich Spa and District u3a continue to develop successfully with over 600 members, with new groups, membership, and sound finances. The year has not been without its darker moments with the deaths of several members and our thoughts are with their families.

Last August the annual Strawberry Tea was held as normal with about 80 members attending and a successful Christmas Dinner, with about 60 plus members attending. My thanks go to Clare Waite for organising these events on behalf of the members.

Balancing the number of Groups, we have against the number of new members continues to be a concern and as a result no active membership recruitment was held over the last twelve months, despite these 8 to 10 new members join each month and this appears to be better than our neighbouring u3as. An awareness poster campaign was held with large posters being placed in the St Andrews Shopping precinct. My thanks go to the Centre Operational

Manager, Sajid Iqbal, for hosting them free of cost. In order that we can target our marketing we are now seeking from new members how they heard of our u3a and following this up at 3 months to determine peoples experience in joining Groups and getting involved.

Membership

I would like to welcome all the new members that have joined us during the last 12 months, your support underpins the continuing growth of our u3a. New members bring new ideas and opportunities, and your input is key to the development of new groups and activities.

As we complete this year's renewals can I thank all those members that have renewed their membership. Your continuing support is not taken for granted and the committee seek to ensure all our members can learn, live, and laugh by taking an inclusive approach to our activities. I am under no illusion that we are not perfect, but the Committee is striving to ensure we meet all our legal and constitutional obligations so that all our members can achieve their expectations from our u3a.

We have again maintained our membership fee at £10.00. We have been able to do this through the growth in membership numbers and income from other sources such as Gift Aid, commissions and "Easy Fund Raising" from online shopping. This figure does ensure we maintain a sound financial base so that we can ensure all the background services are provided and where necessary developed.

The committee will over the next 12 months continue to seek ways of attracting new members by raising awareness of our u3a in the town through either our website, social media, direct advertising or town events however the most powerful tool is our members themselves. Research suggest that a very high percentage of new members join because of "Word of Mouth", and we will seek ways to develop this. Several initiatives have been suggested by members, and these will be evaluated and where appropriate acted upon.

Groups

We will only grow membership in accordance with Group membership availability, therefore key is the development of new groups. To grow new groups, we need members to come forward to support existing groups but also to develop new ones. At this point I would like to thank every one of our existing Group Leaders for the work and time they put in. I have said it several times before without you there would be no u3a here in Droitwich.

Can I thank the following for setting up a new group:

- Craft Skills – Clare Waite
- Craft Social – Clare Waite
- AI & Canva – Gerard van Zwieten
- Coffee and Chat – Carole Smallwood
- Current Affairs – Geoff Stollard and Janet Smith

The Committee will continue, over the next 12 months, its work to develop through meetings and workshops new group leaders. We will hold two Group Leader information meetings during the next 12 months funded from commissions paid rather than membership fees.

Committee

Can I thank all my colleagues on the committee and those that provide services to the members on behalf of the committee for their work in continuing to ensure that u3a is run in a prudent, honest and ethical manner.

In particular, I would like to thank the following for the work they put in while serving on the committee:

- John Donnelly Vice-Chair
- Alan Meyrick – Accessibility Officer

I would like to thank the rest of the committee for standing for re-election, this will ensure continuity over the next twelve months, but we do need to fill the vacancy of Vice-Chair and efforts are underway to do that.

The committee has started work on succession planning as many of the existing committee, in accordance with our constitution, will be standing down from their present positions on the Committee including myself. This is of particular concern for the future of our u3a because without key positions being filled our u3a may have to close.

The committee over the next 12 months will continue to provide a platform for developing of our u3a by growing membership and groups organically but this is set against a series of obstacles and not guaranteed.

I would also like to thank Margaretta Swan for carrying out an independent audit of the accounts on behalf of the Committee.

Honorary President

I would like to thank Gay Enoch for representing us at various meetings in her role as Honorary President. Gay has kindly agreed to continue in the role for a further 12 months and I wish her well in this role.

Conclusion

It is a privilege to act as Chair and my actions, with the support of the committee, have and will always be in the best interests of the membership. As an organisation we do face many challenges to ensure we continue to develop and grow but with the memberships help we can overcome these and continue to meet the expectations of the existing membership and attract new members. I will endeavour to serve to meet the u3a Trust's expectations and ensuring we have a safe and legal framework so members can have a social environment where they can Live, Learn and Laugh.

Mike Bracey Chair

Report from the Business Secretary, 2025

The following Executive Committee Officers were elected at the AGM in 2024:

Chairman: Mike Bracey **Treasurer:** David Hibbitt **Vice-Chair:** John Donnelly
Business Secretary: Lesley Short together with the following **Committee members:**

Sue Ackrill, Anne Everard, Clare Waite, Geoff Stollard, Barry Tait.

Non-Committee roles:

Website Administrator: Barry Tait

Newsletter Editor: Valerie Hibbitt

Accessibility Officer: Alan Meyrick

John Donnelly and Alan Meyrick both resigned in March 2025. We co-opted an additional member to the Committee: Jan Smith

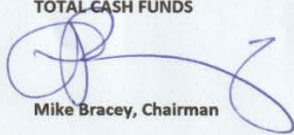
We also started an Easy Fund-Raising Scheme which has contributed over £550.00 to our financial reserves. We have continued to attract new members and had a very successful 2024/25 and are able to maintain our subscription at £10.00.

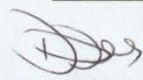
Lesley Short, Business Secretary

Report from the Treasurer – Unaudited Accounts 2024-2025

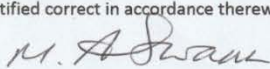
**Droitwich Spa & District U3A
Receipts & Payments Account
for the year ended 31 March 2025**

	Unrestricted	Restricted This Year	Total	Total Last Year
	£	£	£	£
RECEIPTS				
Members' subscriptions	4,858	-	4,858	5,342
Members' subscriptions for magazine	910	-	910	168
Gift Aid	439	-	439	-
Easy Fund Raising	92	-	92	-
Trips, events and sundry income	1,847	-	1,847	2,465
Income from groups	7,402	-	7,402	5,437
Income from Wood Instrument Group	370	-	370	376
Cash held on behalf of Maths Science & Technology	350	-	350	-
Cash held on behalf of Singing for Pleasure	60	-	60	-
Commission received from Riviera Travel	-	1,041	1,041	1,733
TOTAL RECEIPTS/GROSS INCOME	16,328	1,041	17,369	15,521
PAYMENTS				
Membership Subscription paid to the Third Age Trust	2,306	-	2,306	2,112
Members' subscriptions for magazine	189	-	189	189
Beacon subscriptions	552	-	552	528
Cotsold Link	119	-	119	290
Committee expenses	51	-	51	56
Group leaders meeting	-	312	312	1,202
Room hire	215	-	215	531
Groups room hire & other expenses	7,282	-	7,282	5,173
Room hire for Wood Instrument Group	195	-	195	247
Main meeting expenses	836	-	836	1,898
Trips and events	1,734	203	1,937	3,001
Sundry expenses	255	-	255	146
Equipment	-	-	-	439
Postage, stationery, advertising etc.	613	-	613	510
TOTAL PAYMENTS	14,347	515	14,862	16,322
Surplus/(Deficit) for the year	1,981	526	2,507	(801)
CASH FUNDS AT BEGINNING OF YEAR	5,299	2,751	8,050	8,851
NET RECEIPTS/CASH FUNDS FOR THE YEAR	1,981	526	2,507	(801)
	7,280	3,277	10,557	8,050
Statement of Assets and Liabilities at 31 March				
Current account	4,672	3,277	7,949	6,247
Cash held on behalf of Wood Instrument Group	1,015	-	1,015	840
Cash held on behalf of Maths Science & Technology	350	-	350	-
Cash held on behalf of Singing for Pleasure	60	-	60	-
Petty cash	15	-	15	15
Cash held by groups	1,168	-	1,168	948
TOTAL CASH FUNDS	7,280	3,277	10,557	8,050


Mike Bracey, Chairman


David Hibbitt, Treasurer

The above Receipts and Payments Accounts to 31st March 2025 have been prepared from the books of account, records, bank statements and other information supplied and re certified correct in accordance therewith. I have not carried out an audit.


Margaretta Swann, Accounts Examiner

Treasurer's Report

Our accounts this year show a surplus of £1,981 on ordinary activities. However, we have not received an invoice from the Norbury Theatre for hire for the main meetings for all of last year, a total of £1,350. A surprising situation which we are addressing.

This year has seen the benefit of two additional sources of income.

Firstly, Gift Aid of £439 and Easy Fund Raising of £92, more of the latter to follow, their processing is slow.

With costs rising, both these sources of income help us to keep the annual subscription at its current level.

Of the £10 annual subscription, £4 goes to the Third Age Trust as capitation and £1 for Beacon License Fees, which only leaves £5 for all other expenditure. Therefore, any avenues for increasing our funds should be explored or developed.

Gift Aid enables us to claim back 25% of your subscription from HMRC. This has no effect on personal taxation. Thank you to all those who have made that declaration. If you feel that you are in a position to make such a declaration, please contact me.

Easy Funding Raising has over 8,000 partner brands who will donate part of what you spend online to a cause of your choice. It won't cost you any extra. The cost is covered by the brand.