

ASSOCIATION OF OXFORD UNIVERSITY PENSIONERS

MINUTES OF THE 33rd ANNUAL GENERAL MEETING

Held in Lecture Room 1, Department of Engineering Science
At 2.15 p.m. on Wednesday 20th February 2019

Present – Gilliane Sills (Chairman); the following members of the committee: Jan Allen, David Bicknell, David Carpenter, Geoff Clough, Rodney Eatock Taylor, Trish Howkins, Ulli Parkinson, Laurence Reynolds, Phil Richards, Anne Walters, Rosemary Williams, John Woodhouse; and over 140 members.

Welcome – The Chairman welcomed everyone to the meeting.

- 1. Apologies for Absence** – Apologies were received from the President Brian Smith, Jim Briden, Susan Greenford, Wendy Claye and Jackie Procter.
- 2. Minutes of the 32nd Annual General Meeting, held on Wednesday 21st February 2018** – copies of the minutes had been displayed on the screen and circulated. There was one correction, Tim Croft is an Inspector not an Auditor then they were **accepted as a correct record** *nem con*.
- 3. Matters** arising – None were raised.

4. Chairman's Report

4.1 GDPR. The Committee had noted what was required by the University regulations and was hoping to move from an excel based database to an on-line database held by the University which would increase security.

4.2 Membership Secretary. The roles of Membership Secretary and Committee Secretary to be split. Jan Allen had been covering both roles but Phil Richards would take over the Membership role and Jan would continue as Committee Secretary.

4.3 Change of Newsletter Editors. After 7 years as editors, Laurence, John and Gaynor will produce the autumn 2019 Newsletter and then stand down. Gilliane thanked them and said that they would be a hard act to follow. She asked for anyone interested in taking this on to contact either her or Laurence.

4.5 Thanks – Professor Sills expressed thanks on behalf of the *Newsletter* editors to the staff of the University Offices Print Studio, the Publications Section and the Post Room for their much-appreciated assistance with the preparation and distribution of the AOUP *Newsletter*.

4.6 Marie Hough. Professor Sills mentioned that Marie Hough would be retiring later this year and thanked her for all she has done as Welfare Officer. The University will be recruiting to provide a replacement.

4.7 Wendy Claye had served 6 years on the Committee and was standing down as she is not eligible for re-election. However, she had agreed to be co-opted and will continue to provide the invitations for AOUP trips.

Professor Sills went on to say that it had been another good year. She thanked the Committee for their contributions and sense of common purpose this year and all the members who had enthusiastically participated in events and that made it rewarding to organize them.

Outings in the past year – The statistics for Summer 2018 and Winter 2018/19 were displayed on the screens, and are given below:

Summer Programme 2018			
Month	Visit	Number of applicants	Number offered places
April	People's Post London	105	All
May	Chavenage	118	Eventually All
May	5-day visit to Isle of Man	60	Eventually All
June	Selborne	115	Eventually All
July	Compton Verney	77	All
August	Garden Party St Hugh's	132	All
Autumn and Winter Programme 2018/19			
September	Wardour Castle & Stourhead	124	Eventually 118
October	Oxford Botanic Gardens	127	All
November	New Theatre backstage	152	All
December	Christmas lunch	159	Eventually 158
January	Worcester/Balliol College with Alastair Lack	127	All
February	Oxford Hydro	135	All
March	University College with Alastair Lack	163	Eventually All

The Chairman said that summer visits were constrained by the number of coach places (53 x 2) and that almost always both coaches were full. Capacity for the Christmas Lunch was 152.

- 5. Treasurer's Report** – The Treasurer had provided the following tables, which were displayed on the screens.

Association of Oxford University Pensioners - Annual Accounts Income and Expenditure for the year ended 31 December 2018		
Income	2018	2017
	£	£
University Contributions	15,540	14,000
Subscriptions	6,080	5,590
Trips	44,376	41,914
Christmas Lunch	4,973	4,695
Bank Interest	193	139
Other - Donation	0	31
Total	71,162	66,369

Expenditure	2018	2017
	£	£
Outings and Functions	45,814	43,250

Committee and Admin Expenses	433	771
Newsletters OU	112,133	11,872
New Members Evening OU	1,114	934
Lecture Fees and Refreshments OU	1,697	1,097
Christmas Lunch	5,881	5,958
Honoraria	700	700
Miscellaneous	10	10
Insurance	270	253
Advance payment for trips	1,054	1,019
Total	69,106	65,864
Surplus/(Deficit) for the year	2,056	505

Balance Sheet	2018	2017
Accumulated Fund Balance at 1st January 2017	33,022	32,517
Surplus on year	2,056	505
	35,078	33,022
Barclays Bank: Community Account	1,232	369
Barclays Bank: Premium Account	12,790	11,762
Skipton Building Society	21,056	20,891
Balance at 31 December 2018	35,078	33,022

I have carried out an examination of the accounts of the AOUP for the year ended 31 December 2018.

I have reviewed the accounting records kept by the AOUP Treasurer and compared the accounts to those records.

No matter has come to my attention which gives me reasonable cause to believe that in any material respect

a) proper accounting records have not been kept and b) that the accounts do not accord with the accounting records.

T G Croft BSc ACA

1. The Treasurer reported that subscription income had increased by £490.
2. The University had charged us for the February newsletter but not September. The arrears of postage had been paid but again nothing yet charged for September 2018. He expected to have further discussions with the University to review the basis of the grant going forward.
3. We had been invoiced for 152 Christmas Lunches again this year. The result was a subsidy of £908 or £5.98 per head (down from £8.30 last year).
4. Coach trips and outings remained well supported with a subsidy of £3,154. (Overall subsidy was £3,602 in 2017).
5. The basis for the coach trip costings remains satisfactory.
6. Catering does not include costs for the November 2018 Lecture. Due to a late change there was no catering for the December 2018 Lecture.

7. Skipton Building Society increased the interest rate to 0.8% in December 2017. Barclays Bank are paying deposit account interest at 0.2%.

8. Due to a limit on numbers on the Isle of Man trip there was no general refund made.

9. At 31 December 2018 we had unspent University Grant amounting to £7,704. After deducting outstanding charges of £6,250 we would owe the University £1,454.

10. Our effective cumulative balance would reduce from £35k to just under £29k. We will try to utilize these reserves and not build them up. We do subsidise the summer events and generally the monthly winter events are free to social members.

The Treasurer proposed adoption of the accounts. The meeting **approved** the accounts *nem con*.

Appointment of Independent Examiner – Geoff Clough said that current Accounts Inspector, Tim Croft, had reviewed the accounts and was willing to sign them off if approved by the meeting.

The meeting **approved** the accounts *nem con*.

Geoff Clough said that Tim Croft was willing to be reappointed for 2019 and proposed that he be reappointed. This motion was put to the meeting and **agreed** *nem con*.

6. Secretary's Report – The Secretary reported membership statistics as follows: Membership Statistics as at 19th February 2019 (Figures for 2018 in brackets):

	2019	2018
Social Members:		
Single Members	460	547
Joint Members	716	702
Total Social Members	1,176	1,159
Ordinary Members	4,267	4,191
Overall Membership	5,443	5,350

Jan Allen reported that social membership of AOUP continued to thrive, as it has done for the past 33 years, and that overall membership continued to grow. It was excellent value at just £5 a year.

Again this year, Jan had been provided a slot in the Preparing for Retirement Workshops run by the Oxford Learning Institute to talk about AOUP. This is a good way to spread the word about AOUP and our activities to those who are beginning to think about retirement. Many people have not heard of our organization but were pleased to know about the range and diversity of our talks and trips, right on their doorstep and enabling them to continue their social links with the University.

She reminded members that Social Members are encouraged to pay by standing order to avoid forgetting to re-new. Where subscriptions remained unpaid, membership reverts from 'Social' to 'Ordinary' membership after the 31st January deadline for payment, there were still subscriptions outstanding! There is a subscriptions renewal form on the website. A cheque or standing order instructions could be sent to our Treasurer Geoff Clough, his address is on the Social Membership page of the website: <http://www.aoup.ox.ac.uk/membership/index.html>

Jan paid tribute to the support The AOUP Committee receives from the Pensions Office, led by Jan Killick, Head of Pensions. David James had been most helpful in providing a continuous flow of information on changes of address, changes of circumstances, deaths, etc. She also paid tribute to the valuable work done by Marie Hough, the Pensioner Visitor and thanked her once again for her collaborative support during the year. She added her best wishes for Marie's retirement later this year, sadly she will be moving back to her native Yorkshire so will not be joining us at AOUP. Jan thanked staff of the Engineering Department where Committee meetings and the lectures are held. In particular, Sara Downs, the Receptionist, Sukarni Wheeler who arranges room bookings; and Compass who provide our refreshments at the Department of Engineering Science. She further paid tribute to AOUP Chairman, Gilliane Sills, who continued to provide energy and leadership to the Association and to the rest of the committee who are a pleasure to work with. Jan welcomed Phil Richards who had agreed to take over as Membership Secretary.

7. **Committee Elections** – Trish Howkins, Ulli Parkinson, Jackie Procter, Phil Richards and Anne Walters were co-opted to the Committee during the year. They had agreed to stand for election and had been nominated by the committee. **Carried nem con.**
8. **Election of Phil Richards as Membership Secretary** – Gilliane proposed that Phil Richards be elected as Membership Secretary. **Carried nem con.**
9. **Programme for 2019** – The Chairman noted that the programme for summer 2019 was in the Newsletter that had been sent out the previous day:

April	Tues 9 th , Mon 15 th Birmingham, City of 1000 Trades
May	Wed 15 th , Tues 21 st Severn Valley Railway to Bridgnorth
June	Thurs 13 th , Wed 26 th Bayeux Tapestry copy and Basildon Park
July	Tues 16 th , Thurs 18 th Althorp House
August	Wed 7 th , Garden Party St Catherine's College
September	Thurs 12 th , Tues 17 th Black Country Living Museum, Dudley
December	Wed 18 th Christmas Carol Service and lunch, Exeter College
Five-day trip, May 2020	Mon 4 th – Sat 9 th or 11 th – 16 th Glasgow

10. **Any Other Business** – Nothing was raised.

Talk following the AGM – Judith Curthoys, Cardinal College