



SANDBACH AND DISTRICT U3A

Committee meeting 18/11/19

1	<p>Present :- Arnie Laing, Pam Thomas, Stuart Naylor, Barrie Hacking, Sandy Boyle, Paula Reilly-Cooper, Alice Holmes, Kevin Dean, Alan Casey, John Banyard</p> <p>Apologies:- Don Rickards, Sam Boardman</p>	
2	New committee members John Banyard and Stuart Naylor were welcomed to the committee and thanked for volunteering their services.	
3	Minutes 21/10/19 were accepted as a correct record and signed.	
4	<p>Matters Arising</p> <p>As a preliminary matter, committee members were asked not to use the parking spaces at the front of the Enterprise Centre. They are reserved for other users.</p> <p>(a) AGM Feedback has been positive and AGM went smoothly</p> <p>(b) Venue for Members' Meeting Jan 6th 2020</p> <p>St Mary's Hall has been booked. PA required. Arnie to liaise with J T</p>	Arnie
5	<p>Weekly Session Fees And Venue Costs, Preliminary Discussion</p> <p>Alan produced detailed breakdown from SWISH of costs and expenditure for all groups, showing that we make a loss on group activities each year. The recent increase in membership fee does not cover this shortfall.</p> <p>There was a general discussion about some ways in which this could be addressed. Having to collect money at each session could deter some members from becoming leaders. Some U3As have a higher annual fee which covers membership of any group, some run short courses charging up-front payments.</p> <p>Present figures do not take account of increase in cost of venue hire. Should group fees be related to venue cost?</p> <p>Agreed that a subcommittee should be formed with recommendations to be discussed at the next meeting.</p> <p>Notification of the fee review to appear in diary update and be announced at the leaders' lunch</p>	<p>Alan, John, Paula, Sam, Stuart</p> <p>Kevin, Arnie</p>

6	<p>Treasurer's Report</p> <p>John Banyard was formally elected as treasurer Balance sheet attached PayPal charges are increasing to 59p Fee review to be undertaken by subcommittee Riviera travel commission is now to be retained. Creative writing group anthology has been printed at a cost of £375. 100 copies are now available for sale at £4 each Finance team established by Louise Adams to continue to work with John. It spreads the work, spreads the responsibility and promotes cooperation. Support teams to be considered for another roles. Position regarding insurance for support team members who are not on the committee to be investigated Bank signatories need to be updated. These will be John, Alice, Alan and Arnie. It was resolved that the authorised signatories in the current mandate, for the accounts detailed in section 1.3 (Sandbach U3a accounts), will be changed in accordance with the section Authorised Signatories. And the current mandate will continue as amended. Access to Paypal will also need to be amended.</p>	<p>Arnie Laing</p> <p>John, Alice, Alan, Arnie</p>
7	<p>Membership Secretary's Report</p> <p>Latest stats previously circulated. We have 78 new members. New members' morning to be arranged for Mon 27th Jan 2020, Wheatsheaf, 9.30.to 11.30. Invitations to be sent out in Dec. R T continues to assist Barrie but does not want to join the committee at this stage. Barrie is willing to continue as membership secretary at present but a future membership secretary needs to be considered. Kevin Dean, while wishing to continue to help the organisation, is standing down from the committee at the next AGM. This led to a more general discussion about the need for support teams and assistant roles to ensure succession planning and smooth handover when committee members change. Agenda item for Dec meeting. This matter is also being discussed nationally. Committee members all to produce detailed job descriptions and send to Sam to be added to the Dec agenda. Job descriptions for Chair, Vice Chair, Secretary and Treasurer already exist.</p>	<p>Arnie</p> <p>Barrie</p> <p>All, Sam</p>

8	<p>Group Coordinator's Report</p> <ul style="list-style-type: none"> a) Town Hall unavailable Jan 5th to 11th 2020. Bowls groups notified b) New Groups <ul style="list-style-type: none"> i. Yoga 4 going well and good attendance. 35 registered members and average attendance 18. To continue next term and put into main programme. ii. Tai Chi progressing well. 26 registered members, average attendance 17. Review before Christmas c) Suggested new group - Walking cricket <ul style="list-style-type: none"> i. M J will lead. 8 prospective members to visit national adviser's group in Barnsley. Sandbach Football Centre has agreed to host group for free. Thanks extended to them equipment will need to be purchased at a cost of £75 approx, not including a mat. It may be possible to borrow some equipment from Elworth cricket club. ii. There seems to be a group of enthusiastic people for this activity. All men at present but women should be encouraged to join. To be set as a group. Notification in diary update d) Travel group. Only 7 expressions of interest so far. Meeting on Nov 25th to see if group is viable. Possibility of this as an evening group e) Bowls 4 L N will be taking over as leader and hopes to increase membership. Review before Christmas. Ettiley Heath and Coppenhall may have venues which could accommodate bowls groups. f) Group Leaders' email addresses and phone numbers. There is a list for use on the Library desk of group leaders' private email addresses and phone numbers. This should not be given out. If interest is expressed in a group, details of the enquirer should be taken and sent to the group leader by a committee member. All members can contact group leaders via the website. Old style generic email addresses for group leaders are no longer needed and will be removed. This change to be included in the diary update 	<p>Kevin</p> <p>Kevin</p>
9	<p>SWISH</p> <p>Further modifications to the social event feature have brought it to the point where we can begin to set up events for 2019/20 and update them without opening it up to general membership. Alan, Alice and Kevin will start next week</p>	<p>Alan, Alice, Kevin</p>
10	<p>Member Meetings</p> <p>Member showcase, 2nd March at St Mary's hall. So far, 7 groups have agreed to take part, either performing or displaying products of their creativity.</p> <p>Third Age Trust has instituted a U3A day on first Wednesday in June 2020. This will be an annual opportunity for U3As nationwide to publicise their activities.</p> <p>Pam will explore possibility of putting on a display in the market square</p>	<p>Pam</p>

11	<p>Diary Updates and Newsletter December diary update will include :-</p> <ul style="list-style-type: none"> a) An assurance to group leaders that, although fees are under review, there is no plan for a cull of groups that are currently losing money. b) Information about trial of Walking Cricket c) Advice to members to include mailing@sandbachu3a.org.uk in their contact list to reduce the number of emails failing to reach the intended recipient. d) advice to members about using Bcc when sending emails to all group members to protect members' email addresses and to avoid using Reply to all when replying to sender 	
12	<p>Social Events Tickets for Llangollen trip and Manchester Ship Canal cruise are now on sale.</p>	
13	<p>AOB Committee agreed to pay P M £50 for talk and picture show on Past Industry in Sandbach after AGM</p>	

Next meeting Mon Dec 16th 9.30 Sandbach Enterprise Centre

Signed Date