



**SANDBACH AND DISTRICT U3A**  
**U3A Committee Planning Meeting 16/12/19**

<b>1</b>	<p><b>PRESENT</b> Arnie Laing, Sandy Boyle, Kevin Dean, John Banyard, Alan Casey, Barrie Hacking, Alice Holmes, Pam Thomas, Paula Reilly-Cooper, Sam Boardman, Stuart Naylor</p> <p><b>APOLOGIES</b> Don Rickards</p>	
<b>2</b>	<p><b>MINUTES</b> of 18/11/19 were accepted as a correct record and signed. They will be posted on the library noticeboard and the website.</p>	Sam, Alan
<b>3</b>	<p><b>MATTERS ARISING</b> Clarification was given in that the job descriptions to be sent to the secretary are more a list of what tasks the committee member does in their role in case anyone should have to cover their duties. A full list of those members in the teams assisting the treasurer is to be provided with details of their tasks. In addition to the four trustees who are signatories for the cheques it was decided that Stephen Davies should remain as a counter signatory in order to facilitate the work of the Treasurer.</p>	
<b>4</b>	<p><b>CORRESPONDENCE</b> A meeting of the Cheshire East Older People Forum was to be held on 17<sup>th</sup> December with Arnie attending. The aim of the forum would be to inform and influence Cheshire East strategies that affect older people. It was hoped that the U3A might be able to borrow equipment from Cheshire East and that we might secure discounts at venues such as the Leisure Centre.</p>	
<b>5</b>	<p><b>TREASURER'S REPORT</b> Equipment for walking cricket has been purchased. The anthology produced by the Creative Writing group has sold 57 copies so is well on the way to recouping its initial printing costs. Credit was received from Pay Pal for an overpayment and the on-line membership subscription fee has now been restored to 34p. A meeting date has now been set for 21<sup>st</sup> January 2020 for the subcommittee to start looking at weekly meeting fees.</p>	
<b>6</b>	<p><b>MEMBERSHIP SECRETARY'S REPORT</b> Ten out of 82 invited have confirmed their attendance at the next new members' morning on 27<sup>th</sup> January at the Wheatsheaf from 9.30am to 11.30am.</p> <p>The idea of having membership cards without the date changing each year was discussed but it was decided that we would continue with the present system requiring us to order 1000 cards for the 2020/21 membership. It seems that many members like to have a physical card even though it is largely unnecessary with the SWISH system.</p> <p>It was agreed that old membership forms should be retained for 6 years but, since there are some boxes of records older than these, it was hoped that we could find somewhere such as CVS or Cheshire East who might shred the older records.</p>	

<p><b>7</b></p>	<p><b>PROGRAMMES AND VENUES</b></p> <p>The bookings in the Town Hall for December had been more stable than in previous years but the closure of the ballroom from 5<sup>th</sup> to 11<sup>th</sup> January for major repairs to the floor has affected the bowling groups and caused us to relocate the 6<sup>th</sup> January Members Morning. A reminder regarding the Leaders Lunch and Showcase Event will be sent out after Christmas. So far 65% have responded regarding the Leaders Lunch with 67 accepting the invitation.</p>	
<p><b>7</b></p>	<p><b>GROUP CO-ORDINATOR'S REPORT</b></p> <p>The <b>Yoga 4</b> group that started in September passed on their thanks that the group is to continue.</p> <p>Feedback from the <b>Tai Chi for Health</b> group has been positive after its first 10 sessions and the venue costs are such that with only 14 attendees each week the group is viable so will continue at least to the end of the financial year.</p> <p><b>Walking Cricket:</b> equipment has been purchased and 2 sessions already held at SUFC. Various organisations such as Cheshire Cricket seem willing to help its development.</p> <p><b>Talking Travel:</b> this group is to be trialled with 3 talks to gauge the level of interest and support with first meeting on Friday 21<sup>st</sup> February 2pm at Sandbach Library with a talk about travels in Croatia.</p> <p><b>Bowls 4:</b> this group suffers from being on Monday mornings and it will continue to be monitored as to its viability.</p> <p><b>South Cheshire Market Towns Trail:</b> GLs for Walking Groups are to be asked if they wish to be involved with the way marking. Pre-release copies of the publication with a map of the region have been well received and Sandbach U3A is keen to support the project.</p>	
<p><b>9</b></p>	<p><b>SWISH</b></p> <p>The Events System is now live and in use, although for a trial period, access is being restricted to relevant committee members for the addition of events along with the names of attendees and their corresponding payments. The financial data that this generates means that all the main income streams are now being recorded in SWISH (i.e. membership, group attendance payment and now social events). Minor issues being found will be dealt with by the SWISH team.</p> <p>When operating satisfactorily the events system will be made visible on the website so members can benefit from the facilities such as vacancy details and online booking, although members can now already view the events they have booked on and the payments they have made by visiting their online account areas.</p> <p>Also, technically, the system will now accept payments by Pay Pal for events and this will be made available to members in the near future.</p> <p>Whilst all income is now being recorded in SWISH, work will continue to determine the best approach to manage expenditure records, either within SWISH or continuing offline using a spreadsheet.</p> <p>Some new group leaders may benefit from a training session and the Leaders Lunch may be an opportunity to provide further updates.</p>	<p>Alan</p>

<p><b>10</b></p>	<p><b>MEMBERS MEETINGS</b></p> <p>Stuart will meet and greet the speaker Mandy Shaw (History of St Luke’s Hospice) on 6 January at St Mary’s and make sure the sound system and projector are available. Kevin and others will help to make sure chairs and tables are arranged to meet the speaker’s requirements.</p> <p>St Mary’s Hall has been booked for the Showcase Event on March 2<sup>nd</sup> which should make it easier for those carrying displays and equipment.</p>	
<p><b>11</b></p>	<p><b>DIARY UPDATES &amp; NEWSLETTER</b></p> <p>A reminder that the Members’ Morning will be at St Mary’s on January 6<sup>th</sup>. Details of new groups such as “Talking Travel” will be mentioned and a reminder will be given about trips for next year that are on the website.</p>	<p>Kevin</p>
<p><b>12</b></p>	<p><b>SOCIAL EVENTS</b></p> <p>Don Joy will be asked to use the Sandbach U3A logo as well as the national U3A logo on the posters.</p> <p>Arnie thanked Alice for the work done in making the Christmas Party a resounding success.</p>	<p>Alice</p>
<p><b>13</b></p>	<p><b>AOB</b></p> <p>It was agreed that Sandbach U3A would underwrite the £120 fee to hire the Sandbach High School Hall from 10am to 4pm on 8<sup>th</sup> April for the Choir “Come and Sing Day” event and Stephen will be informed of the committee’s decision.</p> <p>National U3A Day: no reply has yet been received about using a platform on the Cobbles and St Mary’s Hall for the day</p> <p>Arnie has attended the AGM of Sandbach Today and the minutes will be circulated</p> <p>Stuart Naylor was appointed as Vice Chair and will chair the next committee planning meeting in January.</p>	<p>Sam</p> <p>Sam</p>
	<p><b>Next meeting</b> - Monday January 20th 9.30 Sandbach Enterprise Centre</p>	

Signed ..... Date .....