

Registered Charity No: 1105144



## U3A Trustees Meeting 21<sup>st</sup> June 2021

### Held at Sandbach Rugby Club

		ACTIONS
	Meeting commenced at 9.00 a.m.	
1.	<p>PRESENT: Stuart Naylor, Barrie Hacking, Pam Thomas, Paula Reilly-Cooper, Don Rickards, Alice Holmes, Linda Bilsborrow, Sue Jones, Alan Casey, Richard Thorne</p> <p>Apologies: There were no apologies for absence</p>	
2.	<p><b>Minutes of 17<sup>th</sup> May Meeting and Matters Arising</b></p> <p>These were accepted as a correct record. Any matters arising to be discussed during today's meeting.</p>	
3.	<p><b>Covid Update</b></p> <p>Agreed members should sit on tables of 6 during informal coffee morning held outside, as government restrictions recommend.</p> <p>Paula said the full program was not finalised yet and due to government restrictions currently in place, table tennis sessions had been cancelled. Don confirmed he had cancelled the venue.</p> <p>He said that most venues were not prepared to commit to bookings at present.</p>	
4.	<p><b>Fees for Interest Groups</b></p> <p>Alan said he had looked back at average attendance figures for sessions from 2018/2019 to see what effect raising fees would have on the overall figures. After discussion, and taking into account Alan's findings, the working group recommend the following fees be charged for 2021/22</p> <ul style="list-style-type: none"><li>➤ Increase from £1.00 to £1.20 for venue-based groups</li><li>➤ Non-venue groups fee to remain at 0.50p.</li></ul> <p>It was also recommended that, wherever possible, members should be encouraged to make pre-payments for a block of sessions, in which case the £1.20 fee would reduce to £1.00 per session, and the 50p for non-venue groups would reduce to 40p per session.</p> <p>It was agreed that pre-payment should be encouraged for paid tutor groups, which would take the pressure off group leaders, would enable minimum number requirements to be fulfilled and would ensure that each of these groups breaks even.</p> <p>The trustees agreed that exceptions might need to be made for any members who weren't able to pay up front for a block of sessions. The working group will continue to look at this issue.</p> <p>The trustees approved the working group recommendations for implementation in September and agreed they would review how well the new arrangements were working in December.</p>	B/f December Agenda

	<p>The trustees agreed it was important that group leaders be invited to meet with them so the new fees structure could be explained to them and any questions answered.</p> <p>It was agreed that all group leaders be invited to meet the trustees. It was felt that these meetings could take place following the membership renewal days on 11<sup>th</sup> and 25<sup>th</sup> August. It was agreed the group leader meetings start at 12 noon with a sandwich lunch being provided. It was also agreed there should be a third group leader meeting in September, also at the rugby club. This date to be organized by Paula.</p> <p>Pam and Paula to liaise regarding invitations to the Group Leaders.</p>	Pam/Paula
5.	<p><b>Members' Mornings: September – December 2021</b></p> <p>Pam said three out of four speakers were now confirmed. She was asked to email details of dates and speakers to the committee. Alan will also put the details on the website and Linda will advertise them in the weekly update.</p>	Pam
6.	<p><b>Planning for membership renewal plus informal coffee mornings</b></p> <p>Agreed that at least 6 committee members were needed at the membership renewal days. Also agreed to ask for volunteers to help on these days. Agreed that Linda should advertise these dates in weekly update and let members know coffees are available to purchase if required.</p> <p>Paula said members would probably want information about proposed groups program and suggested we have an information desk at these events. This was agreed.</p>	Linda  Paula
7.	<p><b>Any Further Update on IT Developments</b></p> <p>Alan said Pay Pal was now more widely available to members for payments.</p>	
8.	<p><b>Walking Cricket Trip to Barnsley</b></p> <p>Richard said the Walking Cricket group had been invited to play Barnsley, the u3a national champions.</p> <p>He asked whether the Committee wanted the team to wear a particular uniform, but the committee said they had no particular preferences.</p> <p>As it would not be possible to hire a mini bus due to government restrictions in numbers, Richard asked if the committee were agreeable to members claiming petrol expenses for use of their own cars. This was agreed by the committee.</p> <p>Linda to advertise details of this match in the Weekly Update.</p>	Richard  Linda
9.	<p><b>a) Update on Finance</b></p> <p>Richard said he still awaiting the bill from the TAT for membership. Stuart said he had sent off the details 3 weeks ago to them.</p> <p><b>b) Amazon Smile</b></p> <p>After discussion, the Trustees decided that they should only promote local charities, not commercial companies, as agreed at a previous committee meeting. Therefore it was decided not to take up the Amazon offer.</p> <p>Linda said she was aware of an organization called Easy Fundraising, which she thought might benefit Sandbach u3a. It was agreed she would report back to the next committee meeting with details.</p>	Linda b/f July agenda
10.	<p><b>Update on Membership</b></p> <p>Barrie said that 384 members had renewed, including 23 lapsed members. He said some members had still paid £10 rather than the reduced fee being offered.</p>	

11.	<p><b>a) Calendar &amp; Information Update</b>  Sue was asked to add the following to the online Calendar</p> <ul style="list-style-type: none"> <li>➤ Insurance Renewal dates (-Alice to send)</li> <li>➤ 4 Speaker dates for members (Pam to send)</li> <li>➤ Group Leader Meetings (Paula to confirm September date)</li> <li>➤ Social Event – Bridgewater Hall- 28<sup>th</sup> November</li> <li>➤ Christmas Party – Friday, 17<sup>th</sup> December at Crewe Golf Club</li> </ul> <p><b>b) Weekly Update</b>  As Julie would no longer be supplying the quiz each week, it was agreed that the Update should be sent out on a fortnightly basis. To be reviewed in September.</p> <p><b>c) u3a discount card from Third Age Trust</b>  Linda asked to defer this item – Agreed</p> <p><b>d) Confirmation of our details on Third Age Trust Website</b>  Alan had pointed out these are incorrect and Stuart confirmed he had sent the correct details for inclusion on the TAT website. Updating the details may take some time.</p> <p><b>e) Venue and date for next Committee Meeting</b>  It was agreed this should be held in Alice’s garden on 19<sup>th</sup> July starting at 9.30 a.m. (Now changed to Sandbach Rugby Club as Alice is unavailable that day)</p>	<p>Alice  Pam  Paula</p> <p>Linda b/f Sept</p> <p>Deferred</p> <p>Stuart</p>

Signed

Date