

Sandbach & District u3a Trustees: documents for meeting on 20 September 2021

Item 3 a) Group co-ordinator report

Pilates 2 has now moved from Sandbach Health & Fitness Studio to the Wesley Centre on Monday's 9.30-10.30am. As the Wesley Centre is available all morning on a Monday we've created a new group, Pilates 5, 10.45-11.45am which has allowed us to invite everyone from the large waiting list to join the group.

Keep Fit 2 is another new class taking place on Monday's at Sandbach Health & Fitness Studio 12-1pm. We had to delay the start date, as the instructor who was initially approached let us down at the last minute. Luckily, we've found a replacement instructor and now have all the appropriate paperwork in place, so this group starts on the 13th September. We may end up changing the name to Dance Fit but will see how the session progresses over the first few weeks.

Zumba 2 a new group on Tuesday's at Sandbach Health & Fitness Studio 11am-12pm which is now full.

Non-Fiction Book Group We had arranged for the group to move to St Peter's Church Hall from September as it's a larger room than the Masonic Hall Lounge. However, because of personal circumstances the Group Leader has decided to continue meeting online via zoom and will review the situation towards the end of the year. St Peter's have been informed of the cancellation.

Wesley Centre/Elworth Methodist Hall – the Licence Agreements required by each group to use the venues have all been signed and returned.

Wesley Centre – Has been approached to see if they will allow their caretaker to set up and clear away the mats for the Bowls 8 and 9 groups if we reimburse the costs.

Union Street Community Centre – are planning a phased return and Bridge 1 & 2 should be able to restart w/b 20th September. Plus Dane require a User Agreement to be signed and I'm waiting for a date to be arranged for this to happen.

Poetry Together – they had planned to restart in September meeting at the Group Leaders home until we could find a suitable venue, however following feedback from group members they have decided to "pause" the group until at least next April.

Art Appreciation – Zena Thewlis the Group Leader has now moved away from the area so we are without a leader at the moment. The format of the group has always been for Zena to provide an illustrated talk about an artist, school of painting or era but as we'll no longer be able to rely on this, we need to decide whether we can continue and sustain the group moving forward. Other u3a's have Art Appreciation groups who do not rely on one off talks, for example many of the u3a's work on the basis that the members choose artists and art movements to look at as a group and the session is in the form of discussion which would be far more interactive.

I've emailed the group members asking for their thoughts and provided examples of how other u3a Art Appreciation groups work. I've had very little response apart from the suggestion that the first meeting on the 8th October should be an informal discussion of ideas and possible ways forward

Needle Crafts 2 – unfortunately we were unable to find a replacement leader so this group has folded and is no longer on the groups list.

Item 4 b) DRAFT Action Plan for AGM

AGM 1st November 2021

What needs to be done?	Who will do it?	By when?
Advertise for new Committee members Nominations, including restanding Committee members Deadline for Nominations 18th October 2021	Linda	End of August
Collate nominations; organise voting if necessary	Sue	
Send out request for any motions or questions for the AGM Deadline for Motions 18th October 2021	Linda/Sue	
2019-20 accounts, with explanatory notes as necessary (accounts need to be examined and signed off)	Richard	1 October
Prepare Documents required: <ul style="list-style-type: none"> • Agenda • Draft minutes of 2020 AGM • Chair's report 2020-21 • Brief introduction to AGM • Treasurers' report and Accounts • Code of Practice • Voting form – paper copy or link 	Linda Sue Stuart Stuart Richard Stuart Linda	To be completed 1st October at latest
Post information on website: <ul style="list-style-type: none"> • Agenda • Link to Draft minutes of 2020 AGM • Chairs Report • Treasurers report • Link to voting form • Code of Practice Deadline for responses 31 October	Alan	W/b 4 th October
Distribute voting form to non email members, with SAE – with name & membership number on each Covering letter for non email members Deadline for responses 31 October	Barry Stuart	W/b 4 th October (With or without reports? – tbc)
Print information for library and display	Sue	W/b 4 th October
Collate electronic responses Collate paper responses	Linda/Sue	
Report results to Committee Prepare response to questions	Linda Stuart	
Face to face AGM Voting forms available for anyone who hasn't previously voted		Monday 1 st November
Committee meets to confirm details, including of-ficers & committee plus results of voting Members informed later that week		Monday 15 th November

Item 5 b) Feedback on meeting with Alex Black

Notes on meeting 24.08.2021

Present: Alex Black, Wendy Black, Paula Reilly Cooper, Stuart Naylor

Actions and decisions included:

- We will investigate the possibility of making an overtime payment to the caretaker at the Wesley Centre to put the bowling mats out at the start and away at the end of bowling sessions, so that members do not have to do this themselves.
- A review of the overall policy for fees will be held sometime during the next 12 months. One of the questions to be considered by a working group is whether some or all loss-making groups should be asked to pay an enhanced session fee, and if so, what the criteria should be for deciding which groups and how much. One or two non-Committee members should be invited to join the working group, including Alex Black.
- Item 4 in the minutes from May 2021 will be corrected to show that venue group fees will increase to £1.20 per session, not £1.50.

Item 7 a) Finance update

Finance Report for August 2021

Balances at end of month:

Account Name	Aug-21	Jul-21	Diff.
NatWest Current Account ^{*1}	£10,760.79	£8,640.80	£2,119.99
NatWest Business Reserve Account	£26,635.94	£26,635.71	£0.23
PayPal	£97.80	£1,063.55	£965.75
Cash in hand	£547.50	£677.00	£129.50
Total	£38,042.03	£37,017.06	£1,024.97

*1 – Current Account Balance excludes un-presented cheques. There are currently no outstanding cheques.

General Notes

- All Tutors have been paid
- Outstanding venue payments total £3,179 which mainly relate to the season charge for Bowls groups
- Group leaders, with a lot of help from Paula, did a great job completing their banking prior to year end. There were only 7 groups with cash in hand.

Issues Outstanding

- None

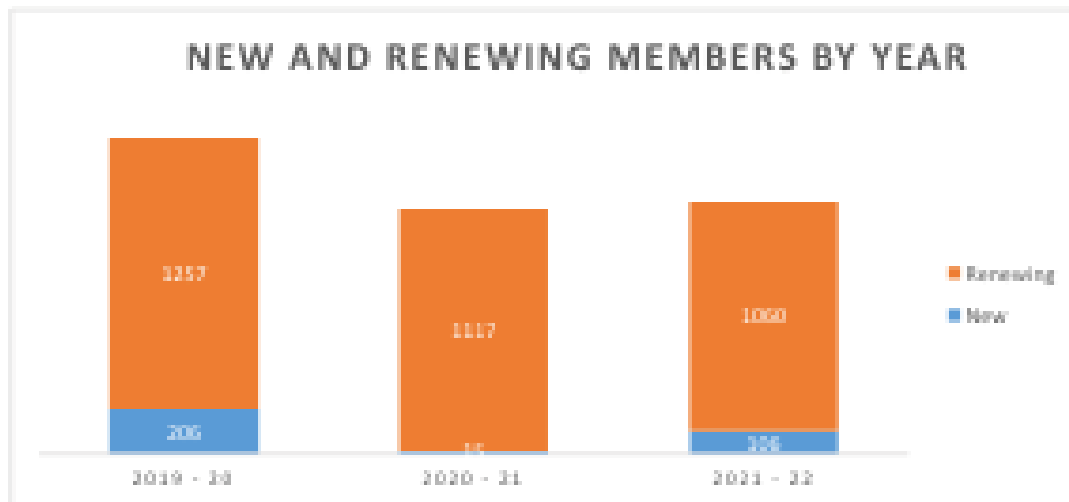
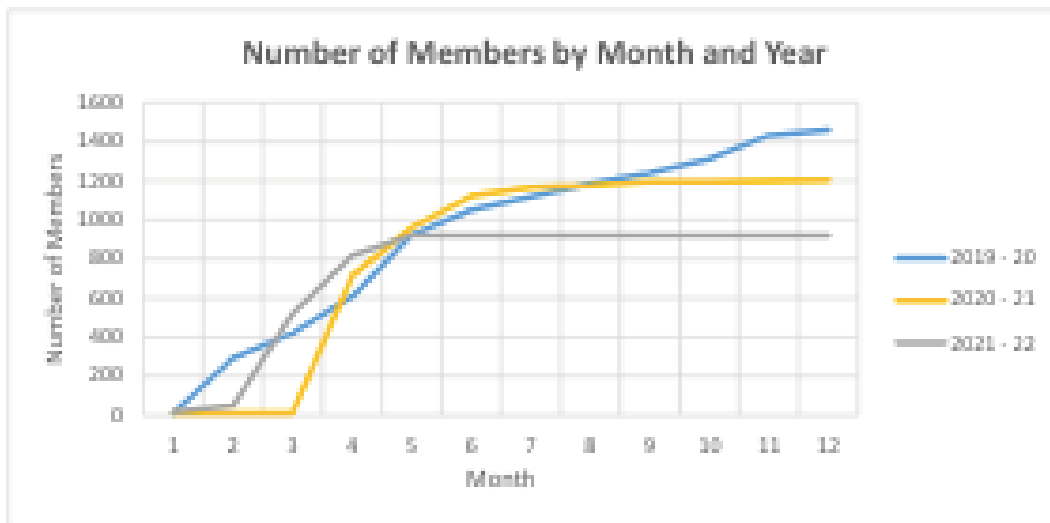
Post Month End update

- The accounts are with David Twidale to audit
- No further update due to holiday

Item 7 b) Bowls group 1 costs

(Sent separately)

Item 8 Membership update



	2019 - 20	2020 - 21	2021 - 22
New Members	206	15	106
Renewing Members	1257	1117	1060
Not Yet Renewed	163	0	99
Total No of Members	1463	1132	1265
%Renewed	86.87	76.35	93.64
Change from previous year	16	-331	133
Total No as % of previous year	101.11	77.38	111.75
Renewed Online	412	555	455
% Renewed Online	32.78	49.69	42.92
Joined Online	90	13	63
% Joined Online	43.69	86.67	59.43
Renewed / Joined Manual	958	566	650
Left	24	20	25
Lapsed	163	326	0
Re-Activated			49

No. of New Members since last New Member Morning Invitation

147

Item 9 a) Calendar update

Item 9 c) Library rota

Sandbach & District u3a
Library Desk Duty Rota 8th Sept 2021 to 22nd June 2022
(The desk is open from 9.30 to 11.30am on 2nd and 4th Wednesday)

Please fill in any gaps you can be available
If you subsequently cannot do the date shown please liaise with a colleague to exchange dates

Wednesday	Committee member(s)	Volunteer(s)
08/09/21	Paula, Stuart, Linda	Sandy Boyle
22/09/21	Alan	Keith Haines, Lesley Farrar
13/10/21		Kevin Dean
27/10/21		Keith Haines
10/11/21		Kevin Dean
24/11/21		Lesley Farrar
08/12/21		Kevin Dean
22/12/21	Stuart	Sandy Boyle
12/01/22		Kevin Dean
26/01/22		Lesley Farrar
09/02/22		
23/02/22		
09/03/22		
23/03/22		
13/04/22	Stuart	
27/04/22		
11/05/22		
25/05/22		
08/06/22		

SANDBACH U3A CALENDAR 2021 - 22

MAY	JUNE	JULY	AUGUST
<p>17th Trustees meeting 9.00 a.m. – 10.00 a.m. Sandbach Rugby Club ----- Informal members coffee morning 10.30 – 12 noon Sandbach Rugby Club</p>	<p>2nd – National U3A Day ----- 21st Trustees Meeting 9 a.m. 10.30 Members Coffee morning Sandbach Rugby Club</p>	<p>6th Cluster Meeting ----- 14th Membership Renewal 9.30-11.30 Sandbach Rugby Club ----- 19th Trustees meeting ----- 28th Membership Renewal 9.30 – 11.30 Sandbach Rugby Club</p>	<p>16th Trustees Meeting ----- 11th Membership Renewal 9.30 – 11.30 Sandbach Rugby Club 12 Group Leaders meeting – rugby club ----- 25th Membership Renewal 9.30 – 11.30 Sandbach Rugby Club 12 – Group leaders mtg 26th Insurance Renewal due Kay Moston Morris</p>
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<p>6th Live Well for Longer Members Meeting - 10 – 12 noon Sandbach Town Hall) ----- 8th Library desk open 9.30 - 11.30 ----- 20th Trustees meeting ----- 21st Liverpool Day Trip ----- 22nd Library desk open 9.30 - 11.30 ----- 24th Insurance Renewal due Caroline Webster</p>	<p>4th Community Police Members Meeting A light hearted chat about allsorts) 10 – 12 Sandbach Town Hall ----- 12th Library desk open 9.30 - 11.30 ----- 18th Trustees meeting ----- 26th Library desk open 9.30 - 11.30 -----</p>	<p>1st AGM Starting at 9.30 Followed by Chester Uncovered Members Meeting 10 – 12 noon Sandbach Town Hall ----- 10th Library desk open 9.30 - 11.30 ----- 15th Trustees meeting ----- 24th Library desk open 9.30 - 11.30 ----- 27th Bridgewater Hall Concert ----- - 27th Insurance renewal due Jenny Bull</p>	<p>6th Xmas Special Brass Band (Members meeting) 10 – 12 noon Sandbach town Hall ----- 8th Library desk open 9.30 - 11.30 ----- 17th Xmas Party Crewe Golf Course ----- 20th Trustees meeting ----- 22nd Library desk open 9.30 - 11.30</p>
JANUARY 2022	FEBRUARY	MARCH	APRIL
<p>3rd Dr Karen Castle (Psychologist working for the NHS in prisons) (Members Meeting) 10 – 12noon Sandbach Town Hall -----</p>	<p>7th Roger Browne (Actor, Singer, speaker, musician, composer ad writer) (Members Meeting) 10 – 12 noon Sandbach Town Hall</p>	<p>7th u3a Showcase Performances, displays and exhibitions by our own groups. (Members Meeting) 10 – 12 noon Sandbach Town Hall</p>	<p>4th Michael Moore (East Lancashire Railway talk) (Members Meeting) 10 – 12 noon Sandbach Town Hall -----</p>

<p>12th Library desk open 9.30 - 11.30 -----</p> <p>17th Trustees Meeting -----</p> <p>26th Library desk open 9.30 - 11.30 -----</p> <p>31st Insurance Renewal due Tanya Audas</p>	<p>-----</p> <p>9th Library desk open 9.30 - 11.30 -----</p> <p>21st Trustees Meeting -----</p> <p>23rd Library desk open 9.30 - 11.30</p>	<p>-----</p> <p>9th Library desk open 9.30 - 11.30 -----</p> <p>12th Provisional date Group Leaders briefing & lunch at Crewe Golf Club. (TBC) -----</p> <p>21st Trustees Meeting -----</p> <p>23rd Library desk open 9.30 - 11.30</p>	<p>13th Library desk open 9.30 - 11.30 -----</p> <p>18th Trustees Meeting -----</p> <p>27th Library desk open 9.30 - 11.30</p>
<p style="text-align: center;">MAY</p> <p>2nd Dogs for Good (Charity set up to pro- vide assistance dogs) (Members Meeting) 10 – 12 noon Sandbach Town Hall -----</p> <p>11th Library desk open 9.30 - 11.30 -----</p> <p>16th Trustees Meeting -----</p> <p>25th Library desk open 9.30 - 11.30 -----</p>	<p style="text-align: center;">JUNE</p> <p>8th Library desk open 9.30 -11.30 -----20th Trustees Meeting -----</p>	<p style="text-align: center;">JULY</p> <p>18th Trustees Meeting</p>	<p style="text-align: center;">AUGUST</p> <p>15th Trustees Meeting</p>