

Registered Charity No: 1105144



**Trustees Meeting held on Monday 21st November 2022
At the Wesley Centre, Sandbach CW11 1DG**

		ACTIONS
1.	<p>PRESENT: Stuart Naylor, Linda Bilsborrow, Barrie Hacking, Paula Reilly-Cooper, Alice Holmes, Keith Saywell, Linda Williams, Kate Ashworth, Alan Casey and Sue Jones</p> <p>Apologies: Sharon Ginnis and Jenny Haines</p>	
2.	<p>Minutes of October Meeting and Matters Arising</p> <p>12c) Closure of Nat West Bank in Sandbach</p> <p>Alan said he has created a You tube video explaining online banking which he could circulate to Group Leaders. It was agreed -that u3a Sandbach could look into the possibility of -setting up it's own You tube channel.</p>	Alan
3.	<p>Update on Planning for AGM in February 2023</p> <p>Linda went through the plans. No nominations have been received so far. Stuart to send out a reminder to members in the newsletter update. Linda has prepared all the AGM documents to go to Barrie for printing. Plan to send paperwork out before Christmas, and to put information on the Library noticeboard. Linda said that the change of auditor for the accounts from David Twidale to Andrew Sparks needs to be put before the members for their approval.</p> <p>Stuart suggested a review of procedures after the 2023 AGM with a view to putting back the date to later in 2024 (March or April?) without Christmas coming in the middle of plans.</p> <p>Under the constitution we can leave 15 months between the 2023 and 2024 AGM.</p> <p>Item 3b) Suggestions from a member</p> <p>a) A member has written in asking if it could be set up as default that paypal/credit card payments are accepted for all groups. It was agreed to ask the Swish team to discuss this at their next meeting. It was noted that Group leaders had to be involved to make online payments possible for their group. Agreed this should be discussed at the Group Leaders working lunch in February 2023, rather than submitting it for discussion at the AGM. Stuart to write to the member to inform them of the Committee's decision.</p> <p>b) This same member also asked whether it was necessary to have a library help desk twice each month. After discussion the Committee agreed to carry on with the current arrangement and to review how it is working later next year.</p>	Stuart Linda/Barrie Linda B Stuart b/f in 2023 Alan Stuart Stuart
4.	<p>Update on 2023 Celebration</p> <p>As the -King's Coronation is on Saturday, 6th May, the Celebration Working Group asked the Trustees if the 20th anniversary celebrations could be put back to 21st year celebrations in 2024. The Trustees agreed to this. The new dates suggested are either 3rd/4th May or 17th/18th May, but as the first date is a bank holiday the Trustees expressed a strong preference for the 17/18 May date, but will accept the Working Group's decision. Kate to provisionally book the Town Hall for 18th May,</p>	Kate

	and email these views to the Working Group.	
5.	New Membership Pack Linda said she would put the pack on line with amendments to the logo, which Alan could then put on the website.	LindaB/ Alan
6.	Emergency Contact Details and Venue postcode As Sharon was unable to be at the meeting due to illness this point was postponed.	Stuart B./f Dec
7.	Groups Update Death Café: Paula said she had received a request from the Group Leader to waive the 50p session charge for this group which will hold occasional meetings in the Old Hall. There is no charge for the venue but members will be charged £3 - £4 for coffee. The Committee felt no exception could be made for any group as it would be setting a precedent. They suggested that perhaps the Group Leader could find another venue. Paula to let Group Leader know this decision. Voice Amplifier: Paula said the French group were very happy with this equipment. Sue said that it had been used by the Poetry Group and had been well received. It was agreed that Linda W purchase another one as it wasn't viable to keep borrowing the French Group's equipment for the Poetry Group and it was felt that other group ² s may want to trial such an amplifier. Linda W said she would carry out a survey and report back to the Committee. Walking Cricket: Barrie said the u3a Walking Cricket group had won against the Staffordshire Team. It was agreed to put a photo on the website and Linda B would put it in the latest newsletter. Tap Dancing Request: Paula said a member had asked about the possibility of starting a tap dancing group using a paid tutor. The Committee were reluctant to commit to another paid tutor group unless there are very good reasons (such as safety) for using a paid tutor.	Paula Linda W Alan/Linda B
8.	Finance Update Keith said that the cash in hand figures for groups were not as accurate as they should be. Agreed to bring this up at the Groups Leaders Working lunch in February. Linda B said that it was probable that the 3 rd Age Trust would be asking for more money at a national level.	
9.	Membership Update Barrie went through the figures. It was agreed that a second new members coffee morning was not necessary at present due to the numbers involved.	
10.	Trustees Admin including a) Implications of new bank holiday, 8th May 2023 As a members meeting is due on the 8 th May and the Town Hall will be shut as it is a bank holiday, it was agreed that the members meeting on that dates should be cancelled. Alan to put on website. b) Calendar and Information Update Sue to add -Gilbert and Sullivan at Buxton on 9 th August 2023. Also to add the Group Leaders Working lunch on February 11 th at Crewe Golf Club. Kate said the members January meeting would now be changed to 'Sinatra – The Man Behind the Mask'. c) Procedure for papers and minutes of committee meetings	Alan

	It was agreed that in future minutes should be initialed by Stuart and that relevant paperwork together with the minutes for each meeting should be displayed on the library noticeboard and on the website.	
10.	<p>d) Future arrangements for GL Banking Agreed to discuss this with Group Leaders -at Working lunch on 11th February.</p> <p>e) Storage of archive files & equipment Paula said she had various pieces of equipment which needed storage. Also Sam Boardman still has files from when he was secretary. Keith said there were firms who could data archive paper files and put on disks. Agreed he would investigate the cost of this and report back.</p> <p>Stuart also said that Pete, group leader of the Circus group, has rented a storage unit for some of his equipment and suggested that he check with him whether there was any room left to store general u3a equipment whilst paying a small rental fee to him.</p>	<p>Keith</p> <p>Stuart</p>
11.	<p>Any Other Business Alan said a u3a member had volunteered to assist him with IT until April 2023.</p> <p>Sandbach Partnership Linda B had been to a recent meeting and reported that although it had been planned to fold the Partnership, it was against the constitution. The Partnership would continue as several volunteers had now come forward.</p>	
	The meeting closed at 11.30	

Signed

Date