

Registered Charity No: 1105144



## U3A Trustees Meeting 20<sup>th</sup> February 2023

Held at the Wesley Centre, Sandbach CW11 1DG

	Meeting commenced at 9.30 a.m.	ACTIONS
1.	<p>PRESENT: Stuart Naylor, Barrie Hacking, Paula Reilly-Cooper, Alice Holmes, Jenny Haines, Kate Ashcroft, Louise Adams, Moira Egan and Sue Jones.</p> <p><b>Apologies:</b> Linda Bilsborrow, Alan Casey, Keith Saywell and Linda Williams</p>	
2.	<p><b>Minutes of January Meeting and Matters Arising</b></p> <p><b>6. Finance Update – a)</b> Cancellations listed on programme pages are on One Drive not SWISH.</p> <p><b>Matters Arising</b></p> <p><b>5. Membership Renewal Days –</b> Confirmed that the Masonic Hall is booked for membership renewal days in July and August.</p> <p><b>9. Any Other Business</b></p> <p><b>Members Meeting –</b> Kate has received no reply to her request to the Town Hall to reduce the bill for the meeting held on 9<sup>th</sup> January when there was no heating and no hot water.</p> <p><b>Database Inputting</b></p> <p>Keith will contact volunteers over the next couple of months.</p>	Keith
3.	<p><b>Voting and outcomes from AGM, including draft minutes</b></p> <p>Stuart said Linda B had sent a resume of votes received. There were some abstentions but all other votes were Yes.</p> <p>The Committee went through the individual items on the AGM agenda as follows:</p> <p>2. Minutes of 2021 AGM - Accepted</p> <p>4. Accounts and Treasurer's Report 2021-22 – Accepted</p> <p>5. Appointment of independent examiner of accounts for 2022-23 – Accepted</p> <p>6. Code of Practice Update – Accepted</p> <p>7. Election of new Committee members for 2022-23 – Confirmed re-election of 4 long standing Committee members, Alan Casey, Paula Reilly Cooper, Barrie Hacking and Alice Holmes</p> <p>8. Election of Officers – Keith Saywell accepted as Treasurer</p> <p>9. Questions from Members – Replied to at meeting.</p> <p>Moira Egan was formally co-opted on to the committee as Venues Co-ordinator. It was agreed to discuss the date for the 2024 AGM at the March meeting when Linda B would be present.</p> <p>Stuart and the committee formally thanked Linda B for successfully planning and running the AGM.</p>	Stuart b/f March
4.	<p><b>Any Follow up from Group Leaders Working Lunch</b></p> <p>Paula said she had received several thank you texts from members thanking the committee for organizing the successful working lunch.</p> <p>Kate said Pam Thomas had announced at the GL's Working Group Lunch that she was organizing a barbecue at the Rugby Club on 17<sup>th</sup> May at lunch time as part of</p>	

	<p>the celebration weekend. It was agreed this was a matter for discussion by the Working Group who were meeting in 2 weeks time and that the Working Group will recommend which events go ahead. The committee thanked Pam for her suggestion and it was agreed that Kate would write to her to explain the situation but confirm that no decision could be made until it had been discussed by the Working Group. Kate to send draft of her letter to Stuart before sending.</p> <p><b>Emergency Nos.</b> Barrie said 25% of the membership hadn't put their emergency contact number on their profile page. It was agreed that further discussions needed to be held at a future meeting.</p> <p><b>Finance Presentation</b> A member asked if Keith's presentations shown at the GL's working lunch could be circulated on the web site. Agreed to check with Keith whether extra explanatory words should be added to the slides.</p> <p><b>Golf Club Car Park</b> Paula said there had been problems with car parking for the lunch. The overflow field car park was blocked. Alice to follow up with the Golf Club and ask if the overflow car park can be available for future u3a events and have a marshall directing the cars. Also it was suggested maybe start lunch later at 12.30, which may help with car parking since golfers may leave before that time.</p>	<p>Kate/Stuart</p> <p>Stuart/bf</p> <p>Keith</p> <p>Alice</p>
5.	<p><b>Consider recommendations for session fees for bowls groups</b> Two indoor bowls groups are currently covering less than 50% of their costs and will need to take action before they restart in the autumn. Paying in advance with a discount may reduce bowls groups' income further.</p> <p>Stuart, Keith and Alex Black have had a meeting and have the groundwork for further discussion when the Fees Working Group next meets and produced a set of recommendations for bowls groups.</p> <p>The Committee agreed to all the recommendations. Paula will organize a meeting with the bowls group GLs to discuss their financial situation and the recommendations. Keith will be asked to prepare up to date break down figures for the meeting.</p>	Keith
6.	<p><b>Finance Update</b> Keith's finance report showed we are in a good financial position</p>	
7.	<p><b>Membership Update</b> Barrie said we have had 66 new members since last new members morning. He said that anyone wishing to join would benefit from waiting until 1<sup>st</sup> April as their membership would be valid until September 2024.</p>	
8.	<p><b>Update on Groups</b> Paula said that unfortunately, due to ill health, Caroline Webster had resigned from her yoga and pilates classes. However, Paula had enrolled two new tutors to take on her classes. Add to calendar the renewal dates for their public liability insurance. They are: Natasha Slinn – Yoga - 7<sup>th</sup> August2023 and Lesley Wittering Pilates 11<sup>th</sup> January 2024.</p>	
9.	<p><b>Trustees' admin including</b> a) <b>Calendar</b> Sue to update calendar with public liability insurance dates for new tutors</p>	Sue

	<p><b>b) Members Meetings for 2023 and 2024</b> It was agreed to re-instate “Meet and Greet” to our members meetings. On 6<sup>th</sup> March Jinty &amp; Geoff Pike and Lesley Farrar have volunteered. Sue to organize volunteers for future meetings. Sue to ensure they have badges.</p> <p><b>c) Walking Cricket Shirts</b> There are new members who have joined this group and will need to purchase shirts. The committee agreed that u3a will donate £10 towards the cost of each shirt.</p>	Sue
10.	<p><b>Any Other Business</b> <b>On Line Payments</b> Keith has received an email from a member regarding online payments. She has suggested we should make members aware that they can use their debit/credit cards to pay in advance as well as using Paypal. It was agreed that this should be discussed with Alan on his return. To be brought forward at the April meeting. Sue to send email explaining this to the member.</p> <p><b>Sandbach Partnership</b> An email has been received from Peter Darby at Sandbach partnership. He has asked if we would like to put forward a representative from u3a to the Partnership. Agreed we should ask him what the conditions are for joining and what fees are payable. To be discussed at next meeting.</p> <p><b>Invoices</b> Keith has asked that when invoices are for one off events, this should be shown on the invoice e.g. Swish Committee, Sign up day, membership renewal days, GL working lunches and 2024 celebrations.</p>	<p>Stuart b/f April</p> <p>Sue</p> <p>Stuart B/f March</p>
	The meeting closed at 10.48	

Signed

Date