

Registered Charity No: 1105144



## U3A Trustees Meeting 17<sup>th</sup> April 2023

Held at Wesley Centre, Sandbach CW11 1DG

		ACTIONS
1.	<p>PRESENT: Linda Bilborrow (Chair), Alan Casey, Keith Saywell, Alice Holmes, Jenny Haines, Linda Williams, Louise Adams and Sue Jones</p> <p>Apologies: Stuart Naylor, Paula Reilly-Cooper, Kate Ashworth, Barrie Hacking and Moira Egan</p>	
2.	<p><b>Minutes of March meeting and Matters Arising</b></p> <p>Item 10: Photos on One Drive. Alan pointed out the need to be aware that space is limited to 15 gigabites on the site.</p> <p>Minutes accepted as a correct record</p>	
3.	<p><b>Planning for sign up day 6<sup>th</sup> September</b></p> <p>An outline plan has been circulated to the Committee. Agreed that when Paula sends out her email to Group Leaders asking if they wish to continue for the next season, she includes a notice of the sign up day for their diaries.</p> <p>The committee discussed ideas for advertising the event. Also agreed a general request for more volunteers should be included in the newsletter.</p>	<p>PRC</p> <p>LB</p>
4.	<p><b>Possible arrangements for online payments</b></p> <p>The committee discussed the various options for members to pay their group fees. It was agreed that whilst group leaders should have a choice of payment methods it was suggested we have a presentation explaining the benefits and how to switch on and use paypal for group leaders to encourage their group members to pay online via paypal. However, as paypal keeps changing their website details it was agreed this was confusing. Linda volunteered to do a test run on paypal and report back to the committee on the results. Alan was asked to let the committee have a report showing the % of group leaders who have paypal turned on for their members and how many members have paid using paypal. Agreed Sue contact the member who has asked whether they can use debit/credit cards to pay their fees to explain this is still a work in progress.</p>	<p>LB</p> <p>AC</p> <p>SJ</p>
5.	<p><b>Follow up to bowls group leader meeting</b></p> <p>The committee discussed the various options for the fees structure for indoor/outdoor bowling groups. It was felt that the group leaders want directions from the committee as to which option they should adopt regarding fees.</p> <p>The committee feels that the right way forward is for the bowls groups to pay in advance at an appropriate rate and possibly with an agreed minimum number of members.. At present both bowls group don't cover their costs and are being subsidized by other groups, so their fees will need to increase. Paula and Stuart will arrange to meet the bowls leaders again to discuss the various options.</p>	<p>SN/PRC</p>

6.	<p><b>Planning for new members' coffee morning</b>  This is being held on 24<sup>th</sup> April 10.30 – 12 noon at The Old Hall in Sandbach. 26 members have confirmed so far. Reminder to be sent in the newsletter. Sue to print off copies of groups lists for benefit of committee members. Sufficient committee members available to not need volunteers.</p>	SJ/LB
7.	<p><b>Finance Update</b>  Keith said it was likely there would a surplus of £8,000 at the end of this financial year. This would give the opportunity for planning more events with speakers. Alan and Keith are in the process of transferring all expenditure data onto the Swish system.  Keith needs volunteers to enter data into swish for current year. Louise, Linda W and Linda B have volunteered to be on the data team. Louise to check with past Finance Team members. This team will meet once a month in the 2<sup>nd</sup> week of the month to key in invoices. Keith to confirm dates to the team.</p>	LA/KS
8.	<p><b>Membership Update</b>  The committee agreed membership numbers are very healthy.</p>	
9.	<p><b>Update on Groups</b>  It was reported that several groups wish to continue over the summer months. There has been a misconception that groups must finish at the end of May. The committee agreed that, providing the group leaders are prepared to continue through the summer months, this is acceptable, but without putting pressure on them to do so. The choice should be with the Group leaders. Several of the paid tutor groups have already agreed to continue past the end of May.</p>	
10a.	<p><b>Calendar</b>  Sue to add the 11<sup>th</sup> May 2023 for members trip to Llandudno. Reminder of this event to go in newsletter. Library rota to be updated on calendar.</p>	SJ/LB
10b.	<p><b>Report back on Sandbach Partnership meeting</b>  Linda B attended the recent meeting. She said printing facilities were currently available. She said Sandbach Partnership were keen to work with all their forum partners.</p>	
11.	<p><b>Any Other Business</b>  There was no other business.</p>	
	<p>The meeting closed at 11.15</p>	

Signed

Date