



U3A Trustees Meeting 21 August 2023

Held at the Wesley Centre, Sandbach CW11 1DG

<p>1. PRESENT: Stuart Naylor, Linda Bilborrow, Paula Reilly-Cooper, Keith Saywell, Barrie Hacking, Alice Holmes, Jenny Haines, Louise Adams APOLOGIES: Alan Casey, Sue Jones, Kate Ashworth, Moira Egan, Linda Williams</p>	ACTION
<p>2. MINUTES OF JULY MEETING AND MATTERS ARISING It was noted Renewal Date should have read 12 July 2023 (Wrong month) There were no matters arising</p>	
<p>3. FEEDBACK ON MEMBERSHIP RENEWAL Approximately 100 people attended. Keith reported that Paypal does not have any interface with SWISH. We are also being charged at full rate – we should be charged as a Charity. We have not been set up as a Charity and retrospective changes are not easy to do. We plan to have a card reader at the Library desk – this will be on the agenda for September meeting. There was not much take up for the tea and coffee, but we still think it is worth doing. Paula said there was no negative feedback from the Leader Training.</p>	Stuart
<p>4. GROUP SIGN UP Sign Up Day needs to be organised taking into account that we always have Membership Renewal at Sign Up. Do we need 4 Membership Renewal days over the summer as well as at Sign Up day? Sue is organising volunteers, but at present only has three helpers for 6 September. Paula reiterated that we need committee members to help out. Not as many group leaders will be present (there are many groups with no vacancies), but there will be an information desk for those groups not present. It was noted that some people are not willing to pay to join u3a if they have to go on a waiting list for a group. If there are enough people on a waiting list they could perhaps start a new group. This could be put on the Agenda for a future meeting. Paula will produce copies of group lists Sue will provide paperwork. Stuart will organise setting up the room the night before – 4 pm ish.</p>	Stuart Paula Sue
<p>5. FINANCIAL SUPPORT FOR GROUPS The committee have received a request from the Wine Tasting Group for some financial support in buying equipment. A discussion followed on whether we should support groups financially or whether they should be self financing. Trustees agreed that:</p> <ul style="list-style-type: none"> • Groups did not need to be self-financing • The criteria put forward for discussion are useful criteria, and that ‘representing our u3a’ should be added to the list • The draft document would be reworked and become part of our finance policy. <p>The request from the Wine Groups was agreed, with two items at full cost and the aroma set at 50% cost. Stuart will inform the Group Leader and produce the policy document.</p>	Stuart
<p>6. FEES / MEMBERSHIP WORKING GROUP Confirmation that Kath Neame and Alex Black will join the Fees Working Group</p>	

<p>7. FINANCE</p> <p>Keith said that the amount of Gift Aid from membership fees amounted to £2088.77. We will have a large bill from the Masonic Hall for August, but the bill for the period leading up to May has been paid.</p> <p>Alice has cash to bank in September.</p> <p>Louise noted that we will be having increased venue charges in the near future, so we may have to revise fees.</p>	
<p>8. MEMBERSHIP UPDATE</p> <p>There are still approximately 500 members who have not renewed their membership.</p>	
<p>9. GROUP UPDATE</p> <p>Paula said that she had received a few Risk Assessments from Group Leaders. It was discussed whether we should have these Risk Assessments on file, but decided it was not necessary as we have the generic RA for each venue on file.</p> <p>The Tai Chi Group will be meeting a potential new tutor next week.</p> <p>The leader of the Antiques and Collectibles group is unable to carry on, and at the moment no one else has come forward.</p> <p>It was noted that the Library will not now be closing 1½ days per week as originally stated, but will be open every day with reduced hours.</p> <p>We will be using St Mary's Hall next May for the U3A Celebration and it was noted that although we should be able to leave equipment in the hall overnight on the Friday, we will have to move it into a safe place, as the Judo group will be using the hall.</p>	
<p>10 TRUSTEE'S ADMIN</p> <p>Provisional Calendar:</p> <p>There are 4 items to be added to the calendar:</p> <ul style="list-style-type: none"> • Group Leader Working Lunch in February 2024 – this will depend on the availability of the Golf Club. Alice will explore availability for either 10th, 17th or 24th. • Sign Up Day – 4th September 2024 • Renewal Days – 3 on 24 July, 14 and 28 August. Library desk as usual on 10th July • Group Leader Working Lunch – 24th July and 28th August <p>It was agreed that members meetings will continue during the summer months in 2024.</p> <p>New Members Meeting: 25th September 2023, in the Old Hall. They normally open at 10.30am but we could ask them if they will open at 10.00 [<i>Follow up to meeting – they won't open for us at 10.00</i>].</p> <p>Barry said that the box in the Library had been found unlocked. This should be checked as there could be money inside.</p> <p>Alice said that a member had been taken ill on the trip to Buxton for the Mikado. She missed the show, and it was decided that she should have a full refund.</p> <p>GOLOCAL Advertising</p> <p>There is no need for us to advertise.</p>	<p>Sue</p> <p>Kate</p> <p>Alice</p> <p>Alice</p>
<p>11. AOB</p> <p>None</p>	
<p>The meeting closed at 11.15am</p>	