

Registered Charity No: 1105144
Sandbach & District u3a

Minutes of u3a Trustees Meeting held on 19th February 2024
at the Wesley Centre, Sandbach, CW11 1DG

		ACTIONS
1.	PRESENT: Stuart Naylor, Alan Casey, Barrie Hacking, Alice Holmes, Linda Williams, Paula Reilly-Cooper, Keith Saywell, Kate Ashcroft, Jenny Haines Apologies: Moira Egan, Linda Bilsborrow	
2.	Minutes of January Meeting and Matters Arising Item 4 – Amend Paul to Paula before putting on SWISH Matters Arising: Paula has still not heard from Congleton U3A regarding British Sign Language. They are still having discussions with other local u3as. The Committee then agreed that the Minutes were a true record.	
3.	Update on AGM Planning Alan reported a disappointing number of members voting – approx. 70 plus some in the postbox, but we already have a quorum. Setting up a computer in the library with help with instructions on log in details, might be a help. There will be forms available at the Members Meeting in March. The committee gave a vote of thanks to Barry, Alan and Kevin for their hard work.	
4.	Officer Roles The only new committee member is Ken who will be taking on the office of Vice-Chair. He will also be managing the team of volunteers – this will go in the update. At a future meeting Linda B will make a decision to look at all committee roles (other than the four main officers) and make sure descriptions are accurate.	Linda B
5.	21st Birthday Update Kate said that all group leaders had been updated and asked to liaise with their groups. A request for help over the weekend had resulted in a disappointing response. Wendy Spreadbury has volunteered to make a Celebration Cake and 9 people have volunteered to make tray bakes. All electrical equipment needs to be PAT tested to comply with the Town Hall regulations. Tea and coffee will be available all day at the Town Hall on a serve yourself basis but will still need supervising. No washing up. The Masonic has been booked for the Thursday evening for set up. Two more groups have volunteered to take part – Beer Appreciation and Keep Fit – photos required. Some groups may struggle to staff their stalls 100% but it was agreed that it is not a problem if they are unattended at times. It is important that we get out publicity, but stress that this is a celebration not a recruitment drive. Although not actively encouraged, the general public will be allowed in, as will members of other local u3as.	Kate
6.	Members Lunch Feedback Lots of good feedback, and no problem with parking. Alice reported problems with people dropping out at the last minute. Next year we may just book and pay for 70, extra people can be added and paid for if necessary. It was decided that the event was well established as a working lunch, not just a thank you to leaders, and a good opportunity for GLs to ask questions and meet other leaders. Some comments on the venue: the layout of the room is not ideal and service was very slow. Some tables had a long wait for their food. Before Stuart compiles the Calendar for 2025, we need to explore possible new venues for this event.	Future agenda
7.	Headsets	Alan

	The committee discussed the various types of headsets. Alan will research and purchase 2 battery operated sets. This should help to avoid any problems with speakers not being heard properly in the Town Hall.	
8.	Third Age Trust Changes The Third Age Trust intends to change its governance arrangements, subject to agreement at the next AGM. The plan is to have a small board of trustees that deals with legal, financial and governance matters, and a larger representative council that deals with matters of interest to u3as. We are not required to make any response as a u3a. Individual members are entitled to vote in the Third Age Trust AGM.	
9.	Finance £2000 left as a legacy to Sandbach U3A was helping to finance the 2024 Celebrations. This should be publicised in the update. Keith outlined the difficulties experienced in balancing the accounts depending on when monies were paid in and when bank statements were issued. We have just received £300 from Riviera Travel. Keith will be stepping down in September and will need to have a timescale for the handover and to give his successor tuition on SWISH and Paypal.	Keith, Alan
10	Membership 80 new members. Anyone who joins after April – their membership will go through to the following August. Volunteers in the Library need to be informed about this, so anybody wishing to join in March could be advised to wait until April.	
11	Groups The latest Update contains details about setting up a Desert Island Disc Music Group – but we have had only 3 queries so may not go ahead. Paula will let them know. Barry has organised the next 1 st Aid course for 4 th March. He sent out 26 invites and has had 15 responses. The committee agreed to fund equipment for the Wine Group and French Conversation – Stuart to follow up on this.	Paula Barry Stuart
12 a.	Trustee Admin Calendar: Alice said that several new trips need to be added to the programme plus the New Members Morning. Renewal Sessions are schedule for 10 th and 24 th July, and 14 th and 28 th August. The venues are not booked – Stuart to liaise with Moira and will look for alternatives if the Masonic is not available. It was decided to scrap Sign Up day at a previous meeting as there was minimal response from members.	Stuart Moira
b.	New Members Morning: 25 th March, The Old Hall is booked Volunteers: Barry, Stuart, Alice, Kate, Jenny	
c.	Sandbach Partnership now charge a membership fee of £10 per annum. We will continue membership. Linda will be able to claim this back on expenses	Linda B
d.	AGM – Minutes Stuart will print out last year's minutes, which should be largely identical to 2024, apart from questions and answers from members. Jenny will take minutes at the AGM.	Stuart Jenny
13	AOB Multiple Membership There appears to be a consensus of opinion that we should try to prevent people having multiple membership of single activity groups such as Zumba where there is a waiting list, but how we manage this is not straightforward and we need to do further work on this. Managing groups and numbers will be a priority for Linda B when she takes over as chair.	
	The meeting closed at 11.15 am	
	Next Trustees meeting: 9.30am on Monday 18th March at the Wesley Centre	