

**Minutes of Sandbach & District u3a Trustees Meeting
held on 9.30am Monday 18 March 2024**

Item		Action
1	Present: Kate Ashcroft, Linda Bilsborrow, Alan Casey, Barrie Hacking, Jenny Haines, Alice Holmes, Stuart Naylor, Paula Reilly Cooper, Ken Talbot Apologies: Moira Egan, Linda Williams	
2	Minutes of February meeting Item 9, line 2 – change SWISH to update. Matters arising Item 7 – check before each members meeting whether we need to use the Town Hall PA system, to avoid paying unnecessarily.	Stuart Kate
3	Ratify AGM voting Members voted, by very large majorities, in favour of each of the following: • Minutes of the 2022 AGM • 2022-23 financial statements & treasurer's report • Appointment of the independent examiner for 2023-24 • Updated Code of Practice • Election of Committee members Alan Casey, Moira Egan, Barrie Hacking, Alice Holmes & Paula Reilly Cooper • Election of Officers Linda Bilsborrow (chair), Ken Talbot (VC) & Stuart Naylor (secretary) These results were ratified by Trustees. They will be published on the website, in the update and in the library. Linda Bilsborrow took over chairing the meeting. Linda, Alan and Barrie were thanked for organising the AGM.	Alan, Linda, Ken
4	Feedback from AGM & questions from members In view of the relatively low numbers attending the face to face part of the AGM, it was agreed that in 2025 we might ensure that there is a good speaker for the members meeting, and start slightly later (10.00 am?). Also Group Leaders will be asked to publicise the AGM with their members. One question concerned the 'stoppers' used at the end of the indoor bowling mats. These might continue to be a trip hazard unless they are painted a different colour. Agreed that this needs to be followed up with the Town Hall. Linda B will contact the member concerned to let her know we are acting on this. Paula will contact the relevant Group Leader. A second question about finances is dealt with in Item 6 (b)	Kate Ken Paula Moira, Linda W Linda B Paula
5	2024 celebration update More volunteers are needed for various tasks. Kate will advertise for these in the next update. Now that country dancing is not participating, Alice and her team will help with refreshments in the Town Hall.	Kate

	Linda B has produced invitations to go to all members in the update. Barrie will organise getting these to members without email. Linda B to send the invitation to Alan to put on the website. Linda B will include RSVP on the invitations to invited guests and will manage the email replies. Kate to contact Stephen Davies re exactly who is invited to the choir concert (can include a few choir 'supporters'). Overall budget for the celebration is likely to be less than the ringfenced £2K set aside for this.	Linda B, Barrie, Alan Linda B Kate
6	Finance a) Finance report – accepted b) Annual membership subscription – Trustees agreed that reserves are higher than necessary, and agreed to reduce the annual membership subscription for 2024-25 to £6. No objections have been received to date from Keith, so Linda B will confirm with Keith that this will take effect immediately, unless he has strong arguments to the contrary. <i>[Linda has checked, and Keith is in full agreement with the decision]</i> The reduction will be subject to annual review. c) Payment for the use of circus equipment – Trustees agreed to make an ex gratia payment of £200 per year for the use of Peter Duncan's circus equipment in the circus skills group. Stuart to inform Pete of this; Linda B to contact Keith to arrange the mechanism for payment. The payment will be associated with the circus skills group costs.	Barrie Linda B Stuart Linda B Alan
7	Membership update Kate, Jenny, Linda B, Barrie, Stuart & Ken to attend the new members meeting on 25 March in the Old Hall. Approx. 15 new members coming so far. Stuart to produce badges for that meeting. Barrie to send Ken a list of volunteers, since Ken will be looking after these. Keen new members are a potential source of new volunteers.	Stuart Barrie
8	Update on groups Country Dancing is changing venue to the Marriot Room (Vets Pavilion); Contemporary Dance to the Wesley Centre. Summer bowls groups are booked with ANSA; there has been a modest increase in green fees for this year, but our session fees will remain at £2 per session. Linda W's husband is willing to take on the Desert Island Music group. Wings & Wheels will begin in September. One more chair yoga group is about to start.	
9	Trustees admin a) Calendar – to add: Membership renewal this summer is in the Masonic Hall. Library Duty volunteers to be added. b & c) Email – 'mailing'@ . . . will be rerouted to Ken. Ken will need access to all members email addresses through SWISH, as well as access to One Drive.	Stuart Alan
10	AOB Volunteers on library duty do not always print a copy of the payment receipt with the member's name on it, or write the receipt number in the blue folder.	Ken

	Ken will include a mention of this in email reminders to volunteers shortly before their library duty (suitable wording from Barrie), and Alan will produce clear instructions regarding receipts. Cheshire East initiative about promoting mobility to be mentioned in the update. Barrie has copies of a 'No Callers Here' sticker, which he can make available at members meetings.	Alan Barrie Ken
	Meeting closed at 11.10 am. Next Trustees meeting on Monday 15th April at 09.30.	