

Minutes of Sandbach & District u3a Trustees Meeting
held on 9.30am Monday 15 July 2024

Item		Action
1	Present: Kate Ashcroft, Linda Bilsborrow, Alan Casey, Barrie Hacking, Alice Holmes, Stuart Naylor, Paula Reilly Cooper, Keith Saywell, Ken Talbot Apologies: Moira Egan, Jenny Haines, Linda Williams	
2	Minutes of June meeting Minor changes were: Item 7 – change August to October; Ken to send reminder re online payments. Item 9 – remove ref to trialling chair yoga; remove ref to Jenny Bull; generally refer to people by initials (other than trustees). Matters arising None	Stuart
3	Membership renewal days 88 members processed at the first renewal day (two of whom had already paid by PayPal!). Numbers of trustees/volunteers is quite low for 24th July, so Kate will attend; she will also check Moira's availability.	Kate
4	GL training days 33 GLs attended the first training day, which seemed to go well. Some GLs have already updated their group's website. 42 GLs plus Committee signed up for the next training day in August.	
5	Volunteering a) Really Useful Group (RUG) Proposal that our volunteers become the equivalent of an activity group, to be called the Really Useful Group. This will give them a clear identity with a presence on our website, enable communication to be easier, enable them to get to know each other, and encourage greater involvement. They would meet informally, possibly 4 times each year. The proposal was accepted. Ken to create a set of words describing the group and send to Paula. When the group is set up we can take 'volunteer' off the member's profile. b) Sandbach Volunteer Project Ken has agreed to join the working group which will organise this.	Ken, Alan, Barrie Ken
6	Fee arrangements for non-venue groups The proposed arrangements are already in place. Paula to send a reminder to groups about the possibility of paying in advance, with the usual discount.	Paula
7	Election of new chair for the Third Age Trust Our chair will vote for Allan Walmsley on behalf of Sandbach u3a.	Linda B
8	Finance update The report was accepted.	Stuart

	At some point we need to decide what level of reserves are appropriate. Keith's suggestion is in the region of £30-35K. (Future agenda item)	
9	Membership update More than 50% of members have renewed. We will need a date for a new members meeting in the autumn, probably October. (Future agenda item)	Stuart Barrie
10	Update on groups Paula has removed from the website the groups that are currently suspended. There is a proposal to start a cribbage group. The member proposing it is willing to act as GL. Paula will meet him during August to discuss setting up the group and where he might get support if necessary. MJ will write a piece for the update about a recent walking cricket festival.	Paula
11	Trustees admin No items to follow up.	
12	AOB a) PAT testing event Although there was a low turnout it was a very useful meeting. MJ has produced a summary handout that can go on the website, with a link to this from a future update. We need to decide whether all groups should PAT test electrical items as a matter of course. (Future agenda item) b) Fees at Malkins Bank Golf Club The club is meeting in August to decide whether to charge a block booking fee for organisations such as u3a. We feel that this would be unreasonable and have made our feelings clear. We need to decide on a course of action when the outcome of the meeting is known. (Future agenda item) c) Gift Aid for couples We have sought guidance from the Third Age Trust about this complicated matter. For all future renewal sessions, and for library sessions, we agreed the following actions. Card payments – only one Gift Aid can be claimed using a single card payment. If a member wishes to claim Gift Aid for two members using one debit/credit card, then two separate payments must be made. Cheques – a member paying two membership subscriptions with one cheque can claim 2 x Gift Aid only if the cheque is drawn on a joint account. Keith will obtain further advice from the Third Age Trust. (Future agenda item). Barrie & Alan will change SWISH as necessary. Alan will modify the email to members that refers to Gift Aid. Barrie will modify guidance for renewal events and library volunteers. d) Membership secretary tasks Barrie has started a 'How to . . . ' document for whoevertakes over as membership secretary in the future. e) Group Leaders stepping down Linda B will send the usual letter to CB, the GL for astronomy. A letter has already been sent to SD, the GL for choir.	Ken, Alan Stuart Stuart Keith, Stuart Barrie, Alan Linda B
	Meeting closed at 11.12 am. Next Trustees meeting on Monday 19th August at 09.30	