Sandbach & District

Registered Charity No: 1105144

Minutes of Sandbach & District u3a Trustees Meeting

held at 9.30am Monday 20 January 2025

Item		Action
1	**Present**: Kate Ashcroft, Gillian Curtis, Moira Egan, Jenny Haines, Barrie Hacking, Stuart Naylor, Ken Talbot (chair), Linda Williams **Apologies**: Linda Bilsborrow, Alan Casey, Alice Holmes, Paula Reilly Cooper, Keith Saywell Stephen Roe was welcomed as an observer	
2	**Minutes of December meeting** Item 11, para 4, line 2 should read . . . 'SWISH is available now for ' . . . **Matters arising** None	
3	**AGM** Jenny Haines has decided not to stand for re-election as a trustee.Stephen Roe will be standing for election in her place, to bring the total of trustees up to 12. The voting form needs to change to reflect this. Ken will create the letter to go to members without email contact, and forward this to Barrie for printing.	Ken Ken, Barrie
4	**Discussion of ways to reduce the surplus in our accounts** After extensive discussion trustees agreed the following. a) Informal 'pop-in' coffee mornings might be a useful way to complement our existing members meetings. The RUG will consider how this might operate and set up the first one as a trial. b) Group Leaders will be reminded that they are welcome to put in requests for resources/equipment that will be useful for their groups. c) No decision will be made about replacing indoor bowls mats at the Town Hall until we have more detail on this. d) Minor reductions in fees from September were agreed • The annual membership fee will reduce from £6 to £5 (this will come into effect for any members joining after April 2025) • The fee for non-venue groups will become £10 per year for groups meeting weekly, and £2 per year for groups meeting less than weekly • Venue groups meeting weekly will be entitled to one 'free' session (ie no session fee) per term. Venue groups meeting less than weekly will be entitled to one 'free' session per year. This also applies to members paying in advance. Together these changes are likely to lead to a reduction of income in the region of £5–5.5K. e) Several questions were left unresolved. These included the following. • What exactly is our current reserves policy, and what should it be? • Should all venue groups automatically use pay in advance? • Should all newly-formed groups use pay in advance?	Ken Barrie Paula Barrie, Alan Paula, Alan

	• Should u3a activities be free to members receiving pension credit or other state benefits? • Should there be a facility to stagger payments if members find they have a large bill for paying in advance? All of these questions would best be addressed by a fees working group. We agreed to decide on the membership and terms of reference for a working group at the February meeting.	Stuart
5	**Final preparation for February Group Leaders working lunch on 8th February** The simulations were agreed as a suitable focus for GL discussion. GLs will also be briefed on • changes to bank charges (with one printed copy of the charges per table) • minor changes to fees (as above) • minor changes to risk assessments, with details to be provided at the summer GL meetings	Gillian Linda W
6	**New Risk Assessment form** We agreed that any major changes in risk assessment procedures and documents will be left until the summer, when it can be dealt with in some detail at the GL meetings. The summer meetings will include discussion of 'What happens next?' when a GL indentifies a potential safety risk. In the meantime there will only be a brief reference to this at the GL working lunch in February. We also need to consider whether we should make a personal risk assessment form available at members meetings, so that individual members can identify any health problems they have.	Linda W
7	**Update on reconstruction of website** We confirmed that there are no Third Age Trust constraints on developing our website as we choose. Ken will bring a potential outline of the new website to our next meeting. Barrie will arrange with Kate to print a few of the new membership application forms and use these until Alan returns.	Ken Barrie, Kate
8	**Discussion of points raised by RUG** We recognise the need for new blood in the trustees. We agreed that we must ensure that members know what we do, and that they know they can arrange to attend trustee meetings as observers. The new members welcome pack is almost finished, but there is a need for more photos. Anybody with access to photos (preferably digital) please pass them to Ken. We agreed to trial smaller new members coffee mornings to see if attendance is any better. Ken will liaise with Barrie about this, then set this up with support from the RUG.	All trustees Ken, Barrie
9	**Finance** The finance report was accepted.	
10	**Membership update** The membership report was accepted. After the AGM Gillian will explore the use of a card reader to enable members to pay for events.	Gillian
11	**Update on groups** The groups update report was accepted.	
	Trustees admin	

12	a) No changes to the calendar. b) The request from a member to start a u3a campaign about local footpaths and involve our local MP is outside the objectives of our u3a. Current Charity Law prevents us from getting involved in such a campaign. Paula will liaise with the member concerned and let him know.	Paula
13	**AOB** The Town Hall informed us that they will put out flyers for events on our behalf. However since members meetings are not open to the public, Kate rejected this possibility.	
	Meeting closed at 11.01 am. **Next Trustees meeting on Monday 17th February at 09.30 am**	