Sandbach & District
Registered Charity No: 1105144

Minutes of Sandbach & District u3a Trustees Meeting

held at 9.30am Monday 17 February 2025

Item		Action
1	**Present**: Kate Ashcroft, Gillian Curtis, Jenny Haines, Barrie Hacking, Alice Holmes, Paula Reilly Cooper, Stuart Naylor, Ken Talbot (chair) **Apologies**: Linda Bilsborrow, Alan Casey, Moira Egan, Keith Saywell, Linda Williams Stephen Roe was welcomed as an observer	
2	**Minutes of January meeting** Accepted as a correct record **Matters arising** Further discussion about how to implement the agreed reductions in fees will take place at our March meeting.	Stuart
3	**AGM** Voting figures are disappointingly low. Kate will circulate a reminder to all members to vote via a single item update. Barrie will send the numbers voting by 23 February to Paula, who will decide whether it will be helpful to send an email to GLs requesting them to remind members to vote.	Kate Barrie, Paula
4	**Fees working group** a) The terms of reference were agreed, with minor modifications to the wording. Membership of the group was agreed as Gillian, Paula, Stuart, plus Kath Neame and Jenny Haines (who is standing down from the Committee) to represent the interests of members and GLs. Terms of reference will be finalised at the next meeting. b) The contracts we hold with other people and organisations vary a lot. • Venues: most venues have a booking form. The length of time that bookings apply to is different for different venues. Generally we can give notice of cancellation and avoid being charged for the session(s). Stuart will follow this up with Moira to get more detail. • Paid tutors: contracts specify that if a session doesn't run then the tutor does not get paid. • Trips: a commitment to purchasing tickets or hiring a coach is only made when enough members have paid so that the cost is covered. • WebIntegrate: Stuart will check with Alan what kind of notice period is needed in relation to maintaining the website and SWISH.	Stuart Stuart, Moira Stuart
5	**Review of Group Leaders working lunch on 8th February** Feedback from the meeting was very positive. Focusing on discussion rather than presentations worked well, and the food distribution arrangements were much improved from last year. One member did comment on the cost of the event being higher than necessary, though all the trustees were in favour of maintaining this public show of appreciation for the work that GLs do.	

	Suggestions for minor changes for future events included the following: • More handouts on tables • Have a Committee member on each table if possible • Labelling the hot dishes available, and organising their distribution differently • Consider an alternative day or time in order to avoid problems with parking (Monday was suggested by the Golf Club) • Maybe have afternoon tea rather than a full meal. Paula will consider these points and bring proposals for next year to a future meeting. Paula will also summarise the small number of important bits of information for GLs who did not attend so that these can be circulated.	Paula
6	**Finance** The finance report was accepted. Gillian raised a number of points, including the need to have more names registered with the bank and with Paypal; the need to have passwords available in a sealed envelope; the need for a separate folder for invoices and other financial information in Sharepoint. Gillian will write down what needs doing so it can be included in papers for our next meeting. Alan may also need to be involved in managing Sharepoint. Sandbach Partnership has sent an invoice for payment, but Gillian is unable to pay this as their bank details have changed. Kate will send contact details for the Partnership to Gillian.	Gillian Kate
7	**Membership update** The membership report was accepted.	
8	**Update on groups** The bowling mats at the Town Hall are in a poor condition. The mats are theirs, not ours, so we should not need to pay to replace them. The Town Hall staff may be able to fix the problems with the mats – more information to come on this. Members have been turning up early to some sessions at Lightley Court, so the session times have been adjusted to allow for this. Problems with the door lock at Union Street have been resolved, but Plus Dane do need to be contacted about having an out of hours contact number readily available at Union Street. The Brass Band has been invited to perform for Chester u3a. Wings & Wheels are organising a trip to RAF Cosford. Paula has organised the initial meetings for Local Industrial History. The final meeting is planned for 18th March. After this Paula will not be organising any more meetings, and nobody has stepped forward to be GL. The group is likely to be suspended. The GL for Long Walks is stepping down and may fold is nobody is willing to act as GL. Ken will mention this is an update. Walking Cricket are arranging a match against Oldham u3a.	Moira Ken
9	**Trustees admin** a) Some trips will be added to the calendar. b) The request to support the group campaigning against a planned housing development is outside the objectives of our u3a. Current Charity Law prevents us from getting involved in such a campaign.	

	c) The book exchange will be put on pause during the period of the AGM in March. Kate will inform the organisers.	
10	**AOB** a) The audio equipment in the Town Hall is an ongoing problem, and the staff don't have the skills to set it up properly. We do need a PA system for some events such as Quiz Nights. We agreed to ask Keith Haines to re-search the cost of purchasing or hiring a suitable PA system that could be used at our events. b) The RUG decided against organising informal Saturday coffee mornings. Instead they want to trial a Sunday afternoon tea, probably once each month. c) Jodrell Bank is offering our u3a 10% off visits. The astronomy group may take up the offer.	
	Meeting closed at 10.56 am. **Next Trustees meeting on Monday 17th March at 09.30 am**	