Sandbach & District

Registered Charity No: 1105144

Minutes of Sandbach & District u3a Trustees Meeting

held at 9.30am Monday 21 July 2025

Item		Action
1	**Present**: Kate Ashcroft, Alan Casey, Gillian Curtis, Barrie Hacking, Alice Holmes, Stuart Naylor, Paula Reilly Cooper, Steve Roe, Ken Talbot, Linda Williams **Apologies**: Linda Bilsborrow, Moira Egan	
2	**Minutes of June meeting** Accepted as a correct record of the meeting meeting. **Matters arising** Item 12 g – We agreed that the Sewing Group should go ahead with the purchase of 8m of cable protector.	Stuart Steve
3	**Proposal to waive membership fee in certain circumstances** The proposal was agreed. We noted that at present this will not include membership of any groups. At some future date, when we have more information about how the arrangement operates and approximately how many people are involved, we may decide to include membership of groups as well.	
4	**Proposal for links with Sandbach PRIDE** There was no agreement that this would be a good way forward. After discussion the proposal was rejected.	
5	**Planning for group leader working lunch in July/August** Several RUG members are available for each session. Committee members agreed to attend the renewal sessions as follows: July 23 – Barrie, Linda W, Steve, Ken, Alice, Paula August 13 – Barrie, Linda B, Gillian, Stuart, Alice, Paula. No feedback is available from the GL working lunch in February. Paula will cover the reduced fees for non-venue groups and changes to fees taking place in January rather than September, as well as any other updates for GLs she feels are necessary. Managing numbers in groups and waiting lists will be an item for discussion, not a presentation or briefing.	
6	**Continuing to develop a strategy for trustee succession** Trustees were reminded that the chair has asked each of us to make a list of the tasks we carry out in our respective roles. This will be very useful during a transition when someone else takes over in the future. Trustees were asked to think of an imaginary situation where they are talking to someone who might be interested in their role, and to try to capture in a single sentence what is most appealing and interesting about their role. We have one volunteer who is interested in both membership and website. Her long-term role is likely to be managing the website, but in the short term finding out more about how the membership system operates will be very helpful.	All
7	**Finance** **a) Finance Report for June 2025** The finance report was accepted. **b) Appointment of independent examiner of accounts** We recognised that Keith Saywell has had a very significant role in helping to develop the systems for creating this current year's accounts. If any issues arise with the software when the accounts are being prepared, then Keith may be the only person who is able to resolve them.	

	We agreed that Keith should be asked to independently examine the 2024-25 accounts. He will be appointed at the AGM to take on the accounts from 2025-26. We also agreed that Gillian would be the only person to actually prepare the accounts for 2024-25, and that Keith should have no role in this. **c) Line rental charge** Currently we have two free telephone numbers. In future there will be a charge of £1 per month per number. One number is for general enquiries, where any messages are sent to the secretary. There were 28 calls to this line last year. The other is for groups/venues/programme questions, where any messages are sent to Paula and Moira. There were 2 calls to this line last year. We agreed to retain the general enquiries number and to relinquish the other. In future queries about groups, venues or programme will go direct to Paula or Moira.	Stuart Gillian Alan
8	**Membership update** The membership report was accepted. An invitation will go to new members shortly, inviting them to a Sunday afternoon tea and cake session. Brass band membership subscriptions are normally paid for as a block by the group leader. However two people have already renewed online. Barrie will get the GL to pay for everyone apart from these two.	Barrie Barrie, Alan
9	**Update on groups** The new croquet group has ordered some new mallets, which have yet to arrive. Macclessfield u3a have been really helpful in loaning us their equipment and supporting our members who are learning to play. We agreed to write to thank them. Moira and Paula met with the Masonic Hall recently. The invoice for previous sessions will be £3000+. Sessions are now booked for next year. We were asked whether we had event cancellation insurance, but after discussion trustees decided this is not necessary. Paula has removed some suspended groups from SWISH: Gardening, Philosophy, Local Industrial History and Short Walk No Dine. Walking Cricket recently travelled to Saddleworth for a match. We agreed to provide refreshments to the value of £50 for the return match in August. The group also won 3 and lost 2 at a tournament in Worcester last week.	Stuart
10	**Trustees admin** a) Treona (choir director)'s insurance details need to be added to the calendar. Also Vicky Lewis – 28 February insurance renewal.	Stuart
11	**AOB** a) Details were confirmed for the GL working lunch in February: 7th February booked at Crewe Golf Club 2.30 start, food at approx. 3.30 £25 for the meal including tea/coffee Alice will discuss the layout of the serving area. Paula may refer to the new timing at the summer GL working lunch. b) Ken will include an article about our u3a in the next Fodens Band magazine. c) Are we able to have a dedicated Health & Safety email address? This would allow members to fill in a form about accidents and this could be emailed direct to Linda W. Linda will write down exactly what her requirements are and Alan will action this. Linda W will write a proposal about what to do in the case of a serious accident. This will go to a future agenda (September?)	Alice Paula Ken Linda W, Alan Linda W
	Meeting closed at 11.07 am. **Next Trustees meeting on Monday 18 August at 09.30 am**	