

**BRACKLEY & DISTRICT U3A**  
**Minutes of the Committee Meeting**  
**Thursday, 7<sup>th</sup> March 2024**  
**at Brackley Rugby Club**

**Action**

**Attending** Terry Pigott (TP) Chairman, Colin Gillies (CG) Vice Chairman, Mike Shepherd (MS) Treasurer, Janet Whitby (JW) Secretary, Janet Blunden (JB) Group Coordinator, Diane Bushell (DB) Publicity Officer, Ian Nixon (IN) General Duties, Gill Zachar (GZ) General Duties, Ken Smith, Honorary President, Ray Haresign (Guest), Kathy Hodges (KH) Minutes Secretary

**Welcome** TP welcomed the Committee to the meeting.

**Apologies** John Moore (JM) Programme Officer

**Minutes of last Meeting** Approved with no amendments

**Matters Arising**

TP has spoken to Ros Fowler regarding Book Club 2 which will be meeting initially in a member's house, but with any increase in members a suitable venue might be sought. DB is meeting with Ros. **DB**

TP said a decision needs to be made about the future of the Website now that Site Builder is to be replaced by Site Works. We either need to accept Site Works (at a fee of £50 per annum) or design our own Website. TP circulated the Terms and Conditions appertaining to the new site. JW expressed a concern that Site Works accept no liability if things go wrong but she stated that there would be very little personal information of ours on the site to be compromised. Mike Kirkham feels that the conditions show very little of concern.

If we wish to proceed with Site Works we need to sign acceptance as soon as possible. The contract for Site Builder ends next March. The new site has been produced by u3a members and some clubs are already using it. The Committee agreed to accept the Site Works system. TP feels it needs to be up and running before the next AGM.

We also need to replace our Webmaster as Mike Kirkham, who has been our excellent webmaster for several years, wishes to leave his position in the very near future, so a replacement needs to be found as soon as possible. MS feels a concerted effort should be made to address the membership to persuade someone to come forward to take on the Webmaster role. IN felt it would be best to approach individuals who are known to have technical knowledge.

The plant swap initiative has been postponed for this year as a suitable date could not be agreed.

**REPORTS**

**Chairman** None

**Vice Chairman** None

## Treasurer

£8,614.38 in the bank to date. Lloyds Bank in Brackley will be closing towards the end of this month. There is a banking hub in Buckingham. MS tested the hub by paying in cheques and found he did not receive a receipt. This could have presented a problem if JW`s record keeping had not been so efficient. The cheques were then apparently posted.

The Committee agreed for MS to pay the amount required by Head Office from the membership subscriptions at the appropriate time. **MS**

MS thanked Ken Smith and JW for all the help they have given him since he became Treasurer.

## Membership

Total members – 405 including 25 associate members. New members since last meeting – 3. Members without email paying for post – 5. Members requiring printed TAM – 42.

## **Renewals**

**Members renewed – 325. Renewals outstanding – 68.**

**Members not renewing – 12 (3 moving, 1 left the choir, 8 unspecified)**

JW has contacted the new members who joined in January and February to offer them the discount, they all agreed and have paid.

None of the members without email have paid for post this year so far.

The first renewal reminder went out on 24<sup>th</sup> February and led to a flurry of activity. The next reminder will go out on 16<sup>th</sup> March just prior to the Speaker Meeting. **JW**

DB and JW will meet this month to do a hand over so DB can take the reins while JW`s daughter is visiting. Hopefully there won`t be too many renewals left by then. **JW/DB**

On 1<sup>st</sup> April JW will send out the list of members who have not renewed to convenors and ask them not to allow access to their groups until the renewal is paid. **JW**

Speaker Programme Card. The new card was given out at the last Speaker Meeting and the Coffee Morning.

## Programme

TP mentioned that JM had completely filled the Speaker Programme for 2024 and 2025.

## Publicity

The Welcome Pack has been completed.

Posters advertising the next Speaker Meeting have been placed with Brackley Town Council and the usual Facebook destinations.

DB is having trouble with the make-up of the small flyers and Ken Smith has offered to try and solve the problem. **KS**

## Groups

JB said that the new Book Club 2 Group has been added to the Website, and will meet for the first time on 27<sup>th</sup> March.

49 invitations have been sent out for the Convenors lunch and to date 25 replies have been received (21 accepted, 4 declined). A reminder will be sent out next week. Final numbers are required by the caterers by 4<sup>th</sup> April.

JW

## Website

Mike Kirkham supplied his usual report on recent website activity.

## Any Other Business

As the price of stamps is to go up in April, JW has purchased a supply.

IN confirmed that 40 people will be joining the day trip to Chepstow in April. IN and GZ are considering a trip to Spain next year.

**There being no further business the meeting closed at 11.00**

Date of next Committee Meeting:

**Thursday, 11<sup>th</sup> April 2024**

Minutes taken by KH

A handwritten signature in black ink, appearing to read 'V.F.R. J.W.', is written over the printed text for the date of the next meeting.