

Braintree U3A Committee Meeting held on

Wednesday 5th January 2022 10am via Zoom

1. Those present Elaine Orpe, Alan James, Anne Britton, Rebecca Fuller, Pauline McAllister, Sheila Vince (Minutes).
2. Apologies Linda Hellewell and Kathryn Varley.
3. Minutes from the last meeting These were agreed, as proposed by Rebecca and seconded by Alan.
4. Matters arising <ul style="list-style-type: none">a) Group Finances: See Treasurer's report.b) Cashless Payments: See Treasurer's report.c) Outings: Ann is joining the Outings Committee. A handling fee of £3 per ticket is being asked for by Southend venue. It was suggested looking at outdoor activities and venues for trips. Outings are currently being planned to Dover Castle, Putting on the Ritz, Joseph and the Amazing Technicolour Dreamcoat and Riverdance. The Outing Committee is meeting next week.d) Membership: Alan reported that Beacon will be used to run the financial accounts. The committee information for Linda and Kathryn needs to be amended. Reminder letters are to be sent out at the end of the month to lapsed members. Kathryn and Linda offered to do this.
5. Treasurer's report Alan has sent out his report with all this month's figures. He said that Braintree Area u3a finances were in a healthy position. A member had paid by bacs transfer. The method and issues of allowing cashless payments were discussed. Alan, Elaine and Rebecca are to meet up to discuss this. It had been agreed some time ago that there was a fund of £25 to help the setting up of new groups. It was queried if this was still available. It was agreed this could still be made available to help groups start up.
6. Committee Members <ul style="list-style-type: none">a) Chair: Elaine updated her contact details. Elaine is currently updating the Braintree Area u3a constitution. Any amendments need to be agreed by the u3a Trust. She is hoping to have this ready for the AGM in April.b) Secretary: Nothing to report.c) Membership: There are 309 members plus more to be processed. Some of these are members for 2021 as these are still counted as current.d) Group Co-ordinator: Not present.e) Website Co-ordinator: Elaine said that the website stats were slightly down on the previous month apart from lipreading which was slightly up. This was possibly due to the increased public interest in lipreading. The Braintree u3a lipreading group is not running at present.f) Speaker coordinator: The speaker that was booked for this month has cancelled. Pauline has organised Tony Earle who will talk about 'The Silver

<p>Screen' to replace him. g) Information and Publicity Officer: Not present.</p>
<p>7. Debrief Christmas Meeting Wednesday 8th December 2021. Elaine thanked everyone for their help. It was an enjoyable and successful afternoon. Thanks to Pauline for planning the meeting and organising the magician and quiz.</p>
<p>8) General Meeting Wednesday 19th January 2022. It was decided to go ahead with arrangements as for the Christmas meeting. Table layout with lists on tables for tea, coffee, names for attendance register. Pauline will do the table lists. It was proposed to ask members to carry out lateral flow tests, if possible, and wear masks. Doors open to aid ventilation. Elaine will update the website accordingly.</p>
<p>9) Data Protection This is ongoing. Alan is looking at updating the policy to include the use of Beacon.</p>
<p>10) u3a Policies The following policies are currently being updated as follows: Accessibility - Elaine. Safeguarding - Sheila. Equality, Diversity and Inclusion - Anne.</p>
<p>11) AOB There was a discussion on how to encourage members to come forward with ideas for new groups. The Singing for Pleasure Group is currently suspended as no group contact or pianist. Ideas were discussed on how to find a new pianist or use recorded music.</p>
<p>Meeting ended at 11.15am</p>
<p>Next committee meeting is on Wednesday February 2nd 2022 at 10am, venue to be arranged</p>
<p>NB AGM in April—Elaine is away the first week of March when arrangements are being finalised. A change of Committee meeting date to be arranged.</p>
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