

**Minutes of Committee Meeting held at the
Laura Trott Centre at 1.30pm on Thursday, 17th August 2023**

Steve Sell (SS) Chair	John Durrant (JD) Events Coordinator
Stewart Walter (SW2) Vice Chair	Sue Allum (SA) Speaker Secretary
Christine Luff (CL) Secretary	Andy Smith (AS) Committee Member
Christine Dugdale (CD) Membership Secretary	Frank Sluter (FS) Group Co-ordinator
Stewart Wagstaff (SW) Asst. Programme Editor	Malcolm Luff (ML) Committee member
Rob Scott (RS) Treasurer	Vanessa Lucas (VL) Committee member
Jean Wardrop (JW) RUGS Co-ordinator	

- 1. Apologies:** Peter Harris.
- 2. Minutes of the previous Meeting** held on 20th July 2023 agreed.
- 3. Matters Arising from the Minutes, not being discussed later:**

None.

4. Chair's Report:

I would like to welcome you all to our August committee meeting.

I hope the July meeting was successful while I was away on the Island of Wight and that Paul Barwick's latest spy adventure lived up to expectations.

Although it is disappointing to learn that the Herts Catering Limited is to cease operations in the Parkside Café at the end of October I must say that it is not unexpected given that the cafe invariably seems to be empty recently, probably because the food on offer is totally uninspiring. It is however well used before the main meetings and the New members Group use it once a month, so our members are doing their bit if no one else. As Malcolm and Stewart pointed out it does potentially scupper plans for the Café to provide catering at the Christmas meeting unless a replacement caterer is engaged by the Centre.

No doubt you will have appreciated the various communications from the Third Age Trust and East of England, particularly the requests for trustees and team coordinator respectively. I see also that there is to be a 3-day u3a Festival next July in York.

Sean Waters, a Broxbourne Councillor of the Labour persuasion emailed Rosemary Trundell to advise that he was working on an open letter for the Rail Minister. He is looking for it to be signed by various community groups and asked Rosemary if it was possible for anyone to sign it on

behalf of the u3a as it will express concern over closure of station ticket offices. I know that many of our members would struggle without the assistance in buying tickets and obtaining information at the station. Although we are told that some staff will be redeployed to help on the station there is concern that this will not be maintained to the same degree as the exercise is clearly a cost saving one. Sean advises is trying to keep the letter non-political. I have explained to Sean that each u3a is run independently with guidance from the Third Age Trust and I have shared the request with my contacts in the cluster group of local u3as. Several of these have shown interest in signing the petition.

As it is some time since the last Group Leaders meeting we should consider scheduling another one. I am also aware that we used to have an annual Committee Dinner and that since the pandemic we have not held one so maybe it's time to schedule one now that things have calmed down on the virus front. We are heading for the Christmas meal season so probably best to consider early in the new year when everything goes flat.

It was agreed that closure of the ticket office at Cheshunt station will cause issues for many of our members and is undesirable. Steve will view the letter and as long as it is not political will sign on behalf of Cheshunt u3a.

It was also agreed that the group leaders meeting and lunch will be held on 19th October from 12.30pm, before the monthly committee meeting. This is also before the cafe at LT is due to close.

Action: RS will arrange the booking with LT. Small anteroom to be used for committee meeting whilst main bar area is cleared. JD will speak to the cafe. FS to inform group leaders.

5. Vice Chair's Report:

Our monthly meeting in July was once again well attended and seemed to run smoothly, with Malcolm stepping in for John to help with any last minute adjustments to the layout of tables. The digital registration system again worked very well and Christine was indeed able to cope with the registration mostly on her own.

Our speaker, Paul Barwick was again a great success. His presentation was very polished and he kept us all entertained with his tale of the exploits of Eddie Chapman, conman, crook and spy. Once again, most people stayed to listen to the talk. He still runs his spy-themed tours in London and following feedback, for next year he will be shortening these to be about 2 hours and only 1 underground journey at a cost of £18 per head. Some flyers were handed out to the EG group leaders, but perhaps something to consider for next year program.

Appeals were again made for volunteers for various roles. Tony Knight has come forward and offered to take over from Jean in organising the RUGS, so maybe we are getting somewhere.

It is disappointing news about the closure of the cafe at LT, although I believe that Kelly who currently manages it is putting together a business plan to try to take over. We will await developments. It is fair to say that our u3a have certainly done our bit to support the cafe with

people staying for drinks after groups and LT and before and after the monthly meetings. Fingers crossed that some sort of facility will rise from the ashes!

6. Business Secretary's Report:

u3a mailings and web contacts circulated. Pam Slater requested parking permits for herself and Linda Djemal. Said they would be available at our next meeting.

Jean was contacted by June Hogate at Cheshunt library as they wanted the community table at our September meeting and after checking with Frank this has been confirmed.

Replied to request from Broxbourne Council regarding 'older peoples guide' but have not received any response.

After speaking the person I thought might take up the role of shadowing Rob, they said they would be happy to do it **but** only until we get someone permanently.

Like Steve, with the news that of the café closure at the end of October we should book the annual Group Leaders lunch for 21 September / 19 October (prior to our committee meeting).

Lesley (Casson) said she is happy to help out on u3a day.

Action: 19th October agreed for Group Leaders meeting

8. Treasurer's report:

<u>Monetary Assets as at 14th August 2023</u>	
Main Account	£6,108.13
Groups Account (Restricted)	<u>£17,626.28</u>
	£23,734.41
Cash Floats:-	
Membership Secretary	£50.00
Books	£5.00
Tea & Coffee	£10.00
Cash in hand held by Groups	<u>£4,609.04</u>
	<u><u>£28,408.45</u></u>

In line with the last minutes, all missing Square problems have been sent to me by Christine and details have been put into the accounts.

The Retail Therapy float has been transferred into the main account bank balance - £126

There has been a total of £387 paid into the main account - raffle £125, Retail Therapy float £126 and membership fees of £133. Main a/c outgoings were the July speaker £100 and the hire of the hall and bar area until December £1096. The Group a/c has received in a total of £10979 and paid out £9692.

Lloyds Cardnet phoned me on Tuesday while I was out cycling and sent over details of their facilities.

A discussion followed concerning Square and Lloyds Cardnet. The problems with Square were due to establishing the status of our account and the required registration procedures and have now been resolved by Christine and so it was decided that we should now continue with Square as our provider. CD also pointed out that Barry Wallace needs to delete his email access to the Square account.

Action: SW agreed to contact Barry.

Rob then informed the committee of his concerns over walking netball who have an account deficit of £218. Apparently the group are on a "summer break" at the moment with no meetings and so no incoming revenue. A further payment for the hire of the hall at LT is due at the end of September and it was agreed that before that payment is made the financial viability of the group needs to be confirmed.

Action: JD agreed to follow up and find out the situation with the GL and determine whether she needs help with paying monies in.

The issue of a "shadow" for Rob was again discussed and this is now urgent. SW2 agreed to send out a message to the membership via Beacon and also to compose an appeal to go into the monthly program.

Action: SW2 to draft and action.

9. Membership Secretary's Report:

Total current active membership is 698 with a further 333 lapsed, 15 deceased and 26 resigned on the database. Details for lapsed members are maintained for ease of reinstatement if they rejoin.

268 members attended last months meeting. We are currently averaging around 10 new members each month. There are still some new members cards to be collected and so a separate table will be maintained this month. Efforts to continue through GL's to distribute remaining cards.

Andy commented that he has developed a spreadsheet that allows all information for group members (emergency numbers etc.) to be checked easily and he can make this available to other group leaders if required.

10. RUG Co-ordinator's Report:

Jean attended the meeting and was welcomed by everyone. Tony Knight has volunteered to take over the role but could not attend this committee meeting. Handover to be arranged.

11. Speaker Secretary's Report:

The speaker for this month will be James Higgs with a talk entitled "In the Footsteps of a Wedding Toastmaster". James will use our equipment and be in "full regalia" and will be bringing some friends who will need to register and pay as visitors.

Lynn from Tesco's will be on the community table this month and Tesco are again donating a raffle prize. In recognition of this it was agreed that Lynn should be invited to draw the raffle.

In answer to a question from the Steve, Sue confirmed that recommended speakers are circulated to and received from other local u3a speaker secretaries

12. Group Co-ordinator's Report :

Frank has ordered and received 50 u3a 2024 diaries for any committee members or GL's who would like them. Any spare to be sold to members at a cost of £4

Meeters and Greeters to be provided by Photography Group this month.

Malcolm commented that Meeters and Greeters should be just that and show a welcoming disposition to members attending.

Frank reported that Lesley Casson was still receiving emails on her cheshuntu3agroups@gmail.com account and wondered if this could be transferred to him. It was agreed that it is not possible to transfer email accounts and that he should make a new account with a different but appropriate name and use this for communication with GL's and so Lesleys would then eventually fall into disuse by u3a. Andy Smith offered to help advise on this.

Action: AS to help if necessary

13. Website co-ordinator's Report:

No news on the re-design from u3a central office. Our website is in need of a revamp but this will wait until the anticipated and overdue new release.

14. Programme Editor's Report :

500 copies are required this month with SW keeping 50 of these for the u3a day in September.

15. Events Co-ordinator's Report :

John is not available for this months meeting so Malcolm again volunteered to take over the role and help with any re-organisation needed on the day.

16. Any Other Business:

- u3a day Wednesday 20th September 2023

Jacqui Fry has offered to take the lead to organise the day again, thanks Jacqui, but unfortunately could not attend the committee meeting.

It was agreed that we should follow the same format as previously since this was tried and tested although no computer will be used on the stand this year due to power and security considerations and the fact that it does not bring much additional value.

Peter has confirmed availability of the band and Stewart will again bring the cyclists to visit!

Stewart Wagstaff agreed to liaise with Jacqui over the organisation and provide help as necessary. (It was noted that Lynn from Tesco will attend this month's meeting and so we can confirm space and equipment booking with her). Stewart will also provide some photographs for the display board. SW2 will coordinate photos and arrange for printing.

Steve will not be available on the day due to leading a previously arranged EL4 trip that day.

Action: SW & JF organisation. SW2 photos

- Tea bar

Questions were raised about supplies for the tea bar. CD confirmed that she was taking over ordering the cups. There were sufficient other supplies held, apart from milk which is bought on the day. SW will confirm with Tony Knight that things are in hand for the next main meeting.

17. Main Monthly Meeting : 1.30pm on Thursday 24th August 2023

18. Next Committee Meeting : 1.30pm on Thursday 21st September 2023

The meeting closed at 15.45.