

**Minutes of Committee Meeting held at the
Laura Trott Centre at 1.30pm on Thursday, 20th July 2023**

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

- 1. Apologies:** Jean Wardrop, Christine Dugdale. Ray Lucas attended as an observer.
- 2. Minutes of the previous Meeting** held on 15th June 2023 agreed.
- 3. Matters Arising from the Minutes, not being discussed later:**

There was no still no update from RS or CD about the situation with monies being received from Square. RS does not have the required information which is held by CD. It was again noted that this is of primary importance for our u3a and it was agreed to minute that CD must provide a report for the committee ahead of the next meeting to be held on 17th August. It was further agreed that a decision about whether or not to move from Square to Lloyds Bank would be made at that meeting.

Action: For the next committee meeting it is imperative that CD provide a report on the status of monies owed/received from Square.

4. Chair's Report:

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

I must confess to being somewhat disappointed with our June speaker Howard Slater. Although he clearly meant well the subject matter promised much but the delivery left me rather confused and the advertised revelations about how and when he died never seemed to amount to much, or was it just that I had switched off at this stage?

Perhaps I missed something but in the end the talk seemed to be just an opportunity to play a selection of Glen Miller music rather than tell his life history. Unfortunately, because Howard insisted on playing this through his own small sound system it was difficult to hear this, particularly for those further back. Some of the vintage videos were interesting to watch, however.

Initially Howard proposed to use his own equipment for the speech elements as well. He insisted that he had used his equipment in other large venues successfully and it was better if he used his

own equipment because of the problems he had experienced before in running this through other venues sound systems. He initially refused to use the u3a microphone because he insisted that he needed to sit down to operate his equipment. He then announced to me that if people at the back had difficulty hearing his presentation then they should move to the front. I alerted Andy to this comment, and he very wisely rigged up the stand microphone as near to Howard as possible.

I need to remind you that I will not be available for next week's meeting and Stewart will be running things.

I have recently received a member's enquiry about whether there is any chance of someone stepping forward to lead a group providing basic advice on IT; help with phones, laptops etc. and how to use them better. I know that Steve Gollop used to organise sessions with students at East Herts College but that this arrangement no longer exists. Perhaps worth a request to members to see if anyone can offer to step forward; it is at least less specialist than the website experience we have been asking after in recent months.

I have recently received an East of England email to Chairs of a consultation issued by the Third Age Trust suggesting possible alterations to u3a constitutions. They want opinions on whether alterations could be made to ensure that u3as can continue to function even if insufficient volunteers for committees are available. Matters such as terms of office and roles on committees are up for discussion. Do we want to participate in this exercise?

It was agreed that we were happy with our current constitution and did not want to participate in the exercise to review. We would of course be interested to receive the result of these consultations.

5. Vice Chair's Report:

I was not able to attend the last monthly meeting, being away in Norfolk on our u3a cycling holiday. This was again a great success at Warners Gunton Hall and well organised by Stewart Wagstaff. Stewart is a master of delegation engaging a number of people to plan and lead routes and so this was a fine example of the ethos of the u3a with people helping each other with members putting effort in for the greater good.

I understand that the speaker last month was not very good. Having insisted on using his own sound system this proved to be inadequate, so it looks like it was a good one to avoid and thanks to Andy for handling the challenge! Having now got such a good system perhaps we need to be a bit more forceful with future speakers. I did speak to Steve Gollop about becoming a third member of the sound system team and Steve was happy to do so.

Once again the notices from u3a central office and the East of England keep coming thick and fast and I do find it difficult to pick out the useful ones - perhaps a case of more is less.

I have seen no further movement on the new website, although Peter remains our prime contact.

6. Business Secretary's Report:

u3a mailings and web contacts circulated, including notification that 2024 diaries are available to order. Requirements for these were previously dealt with by Lesley, so we just need to ascertain which Group Leaders and Committee members require them.

Request from Broxbourne Council received via Lesley asking if we want Cheshunt u3a to be included in an 'older peoples guide' which would provide vital services to local residents in Broxbourne. **To be discussed at our meeting today.**

Name badges for Frank, Andy and Vanessa now been received.

Marilyn will be away for the main meeting so may/may not need help on registration.

Action: It was agreed that the information and contact details previously included in the "older peoples guide" were still current and appropriate. CL will respond to the email to say that we should be included again.

Action: CL stated that as Marilyn is on holiday this month and with the digital registration system it may be easier to run the registration desk on her own. AS said that he could be available to help if necessary.

7. Treasurer's report:

<u>Monetary Assets as at 18th July 2023</u>	
Main Account	£6,819.56
Groups Account (Restricted)	<u>£16,013.92</u>
	£22,833.48
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>£27,507.52</u></u>

Our bank balances have increased over this last month - the main account because there have only been two payments - £90 to the June speaker and £23.56 for the name badges for the three new committee members, whilst Sue paid in £92.65 in respect of the Raffle and we received a further £463 in membership fees.

The Groups have been quite active, with £6630 being paid in and £4859.30 paid out. Pat Dixon of the Garden Visits is somewhat concerned about the take-up by

her members of her proposed trips to Hyde Hall and Bressingham next month.

She contacted me on the 3rd July to say that she expected to have a shortfall of £309 on Hyde Hall and £258 on Bressingham.

She has £1654 in the kitty, although still needs to pay £1413 for the balance of the coaches.

Perhaps Steve could announce from the stage details of these trips at the main meeting next week.

I'm still working on the Membership Fee/Square problems and have asked for more details from Christine D.

At the meeting Rob again noted that there was currently nobody able to take over the treasurers role if he was ill or otherwise not available. He has already passed spreadsheets to Frank on a USB stick but this is not enough without physically sitting down with Rob to go through the procedures. At the meeting CL noted that there may be a member who would be prepared to take on this role and she will approach the member to discuss.

Action: CL and RS to follow up.

8. Membership Secretary's Report:

No report received.

9. RUG Co-ordinator's Report:

Meeters and Greeters for the next meeting are from the model makers group.

10. Speaker Secretary's Report:

Feedback was that last month's speaker Howard Slater was not very good and Sue has reflected this in email to him and will provide appropriate feedback to other u3a speaker secretaries.

The speaker this month is Paul Barwick who is an ex policeman giving a talk on 'The Life and Crimes of Agent Zig Zag, The Eddie Chapman Story. Paul has spoken to us previously and was well received. He will use our equipment.

Sue is trying to book Andy Strange for another talk in 2024.

The cancelled cheque for Bobbie Darbyshire has now been returned to Rob Scott.

Lynn, the Tesco community liaison lady will be not now be on the community table, having cancelled for family reasons. She will now attend in August. Tesco's have donated the supplies for the tea bar for July and also a raffle prize. The raffle will this month include a £50 Tesco and £50 M&S voucher.

The August Speaker, James Higg, has asked Sue if he can bring 4 friends as guests - this is fine but they will be required to pay the visitor fee.

11. Group Co-ordinator's Report:

Frank now has access to Beacon.

Pat Dixon has spoken to Frank and said that she is giving up the garden visits group and has volunteered to run the tea bar, which would be very welcome. Stewart Wagstaff added that Denise Messer had also come forward and offered to help.

Action: Speak to Pat at next weeks meeting and confirm.

At the next meeting Carole Batter will be on her own at the new members table so Frank will try to help out. However, he may also be needed to help Heather on the coach trips table because she expects to be busy.

12. Website co-ordinator's Report:

Regarding the new website, Peter has downloaded all the information including examples. However, there is no option to upload our own items. Peter is keen to get on with upgrading the website but needs someone from u3a central team to get back to him, hopefully this will happen soon. Because of the uncertainty Peter has stopped regularly updating our current site.

13. Programme Editor's Report:

Still awaiting a few contributions for the July program.

The membership information on page 2 will be removed from July and future programs.

Print run will be 450 copies for July.

An appeal for a volunteer to run a basic IT group will be included in the July program, Stewart to provide Vanessa with appropriate wording.

The printers will be closed for 4 days in August to install new equipment. The exact dates are not yet known by the printers and this may cause us an issue. SW will continue contact with the printers and provide information when available. Decision on print deadlines will be adjusted as necessary.

14. Events Co-ordinator's Report:

There are still a large number of membership cards waiting to be collected so we will continue with an extra table with new cards available for members to collect.

15. Any Other Business:

- **u3a week:**

Steve has spoken to Jaqui Fry and she was prepared to organise the day again. Jaqui is currently abroad and out of contact. Our event will be Wednesday 20th September, from 10am to 3pm outside Tesco. Sue will contact Lynn at Tesco to book the space.

We will need more programs for August. Steve Gollop has previously brought his computer with photos/videos, ask him again. Other details as before with display board with photos etc.

- **OPALS Event at Lee Valley Water Centre, Thursday 10th August**

Peter had suggested that we attend this event. SW reported that he had attended a previous one and volunteered to attend. *(Post meeting note: Stewart contacted the organisers and was told that they are now full with no places available.)*

- Andy told the meeting that a member had mentioned to him that the committee meeting minutes are not always uploaded onto the website. Noted, and a reminder to Peter.

16. Main Meeting: 1.30pm on Thursday 27th July 2023

17. Next Committee Meeting : 1.30pm on Thursday 17th August 2023

The meeting closed at 15.25