

Downham Market and District U3a Committee Meeting

Monday October 3rd, 2022

43, Westgate St. Shouldham

- 1. Present** CD, TS, JC, LL, CC.
- 2. Apologies** FG, FB.
- 3. Minutes of Previous Meeting.** Circulated and approved by Committee. JC signed copy.
- 4. Matters Arising.**
 - a)** CD (Treasurer) having a session with card reader adviser to consider how to link payment or renewals to monies paid in order to keep records accurate. High cost of processing cheques is leading this. J.C to contact neighbouring U3a's about this.
 - b)** Draft letter being circulated to Committee for encouraging new Committee members.
 - c)** Correspondence now being circulated.
 - d)** Caroline Hansford still to be removed officially from list of Trustees. Carole Jones not now joining Cttee due to moving away.
- 5. Reports**
 - a) Chair J.C Town** Council – Lucy Porter wanted names and emails of U3a Cttee members authorised to make bookings. (Names given FB, CD, LL.) Card to be sent to founder, Chair and latterly President of Downham U3a for her recent 90th Birthday. Also noted following death of HM Queen Elizabeth, Cttee had met to discuss appropriate response on behalf of Downham & District U3a – FB had signed Book of Condolence in Town Hall on U3a's behalf. Mary Davis is to share information about the newly formed branch of the Macular Society starting in Downham with members attending next monthly meeting in October. JC advised he had received letter from new Community Development officer, promoting 'Stop a Crisis' campaign and asking for opportunity to attend a monthly meeting with information. JC has responded with invitation to make contact.
 - b) LL. Vice -Chair, New Member Support.** No new developments at present.
 - c) CD. Treasurer.** Circulated monthly financial report, financial position satisfactory. Town Hall and Group Hall Hire now recorded separately. Gift aid needs to be claimed. CD to liaise with former Treasurer RM to find out how this is done. CD reported Methodist Church has increased Hall charges by £1 per hour to hirers. CD expects other organisations will also do this. Town Council credited Downham U3a for cancelled September booking (due to death of HM Queen Elizabeth). All authorisations have happened and are working. CD requested U3a email address as Treasurer.
 - d) TS. Membership Secretary & Beacon Admin.** Membership now 197 including 4 associates. Separate Membership List has been produced for members to confirm they wish to attend Christmas Members Event in Town Hall. LL offered to supervise this at October members meeting. TS circulated information about Beacon system training. Heavily subscribed initially – but more opportunities should be offered. TS to remove former Treasurer RM permissions on Beacon system now handover complete.
 - e) FB. Business Secretary.** Not present – apologies received.

f) FG Speaker Secretary. Speaker for October meeting is Lynn Shannon from Norfolk Lavender. Requested arrival by 1.30 pm for October members meeting. Parking space requested outside Town Hall. Speaker for November is John Petters who is speaking on 'Jazz. From New Orleans to Swing.' Donations sought for Christmas Meeting raffle. Christmas members social will be promoted and members encouraged to sign up. Sub Cttee formed and will meet in October.

g) CC. Groups Co-ordinator. Play Reading Group now being led by Brenda Stevens and Jenny Groom. Reading Group 2 now officially led by Genoveva Martinez. A booking has been made at **Discover Downham on Thursday 24th November 10 -11.30** for a coffee morning / drop-in session as opportunity for Groups to recruit new members / promote their activities.

h) October Meeting Practicalities. Speaker arranged – see above. Meet and Great – Maggie Pogmore and Rita Deighton.

6. AOB. **JC.** to circulate FAQs on financial matters received from national U3a. Ken Baker to be congratulated on another excellent Bulletin. U3a Zoom workshop 'Growth Matters' discussed. Available for Committee to join if free. TS commented on controversial proposal for U3a National AGM to link capitation fee in line with RPI. Committee had decided to oppose the motion.

7. Date of Next Meeting Monday 7th November 10 am. Hosted by **LL** at 50 Primrose Avenue Downham Market.

8. Meeting Closed 11.45 am.