

### **U3A Meeting 4/1/23**

**Present; FB,JCwn,TS, CD,CC,SM,JC,LL**

**Apologies received from; LE, FG**

#### **1. Minutes from last meeting ( December 2022)**

- a) The website– It has been indicated that it is now working however links are not working correctly and problems are still apparent. FB will work to restore the missing documents. It will be important to redact personal details from the website as it has proven to be unsafe.
- b) Minutes from the last meeting were agreed and signed.

#### **2. Matters Arising.**

- a) Stop a Crisis- details were included in the last Bulletin , as previously agreed.
- b) Details of new trustees to be included for the Charity Commission- CD will register these.
- c) No progress as yet regarding information required on Card Readers- CD requires information regarding the reports which can be generated. JCwn will make contact with the Eastern region representative .
- d) It would be helpful for members to be encouraged to pay fees by either bank transfer or direct debit rather than by cash/cheque as the latter costs 60p for each transaction. A note will be included in the next three Bulletin editions as well as e-mail communication to all members explaining the situation.

#### **3. Reports**

- a) Chair- JCwn Thanks to FG for all of her hard work in leading and organising the December Christmas event. All feedback has been very positive. It was felt that the Town Council should be approached and encouraged to decorate the hall for future Christmas events.

The insurance document has been received and will be made available to view on the website.

- b) Vice Chair LL. Unfortunately LL will not be able to attend the meeting on Monday but is concerned that a new member, Christine Grant , should be welcomed and as she does not know anyone, LL suggests she is seated with Kay and Derek Barratt for the meeting. Information to be shared with the Meet and Greet team.
- c) Treasurer - CD. Everything was banked prior to Christmas.  
Andy Moore- next speaker will require a cheque for £60- this needs to be countersigned but no invoice has been received yet.  
CD would like the contact details for the Auditor as these details and previous reports are not evident. JCwn will forward these to CD.  
Approval was given to CD to purchase a storage wheelie box as the current one has broken.
- d) Business Secretary- FB An updated list of committee member details was distributed. An updated list of trustees is still being compiled..
- e) Membership secretary, Beacon Admin- TS. There is one new member and unfortunately one has passed away thus the membership number remains the same as previously. FB supported LE to set up an email account with access to Beacon.

- f) FG sent an email in her absence. The Rock Choir, who are performing for the U3A are doing so with only a contribution towards the leaders travelling expenses. They would like to make a collection for their chosen charity at the event.. This was agreed by members of the committee. Details of the charity will be received prior to the event. Thanks to all members who worked hard to support the Christmas event. In Feb/March the Co-op are talking about "Tax, Care and Toy boys". Sue Welfare- a local artist/author will be giving a talk.
- g) Group Coordinator- CC C is trying to source tFirst Aid training for group coordinators. C has not received details yet about the Ukulele group. Patchwork and Quilting are going to remain at Barton bendish as they like the facilities and will try to support those members who are struggling to drive by sharing lifts. It would be helpful if someone could be encouraged to take over the responsibility fo the Tea rota for the monthly meetings, from C. This can be raised at the next monthly meeting and also in the Bulletin. CC to remind all group leaders who hire a venue, to complete the Group Leaders Return form quarterly and return it to CD.
- h) LE absent due to ill health.
- i) Committee members- no comments.

**4. Feedback on December Meeting-** Already discussed. The U3A Jazz trio , speaker and harmonica player were all very well received.

**5 Preparation for the AGM April 17th -** To be conformed with Town Council as this is a change of date due to the bank holiday.All papers will need to be compiled and distributed by March. JCwn to advise FG about date change re Rock Choir booking.

**6 AOB** Ken will be stepping down from producing the Bulletin in April. It is necessary to recruit someone to replace him.

**Next meeting 6/2/23 @10am 43, Westgate Street, Shouldham. PE33 0BN**

**Meeting closed at 6.05**