

## MINUTES OF U3A COMMITTEE MEETING 19 APRIL 2023

### 1. Present

Mike Best (MB)	Chair
Terry Parker (TP)	Membership Secretary and Beacon Administrator
Anna Fletcher (AF)	Executive Secretary
Pat Jones (PJ)	Outings Coordinator
Rosemary Jensen (RJ)	Groups Coordinator
Peter Watson (PW)	Committee Information Administrator
Heather Quiney (HQ)	Newsletter Editor
Hilary Jinno (HJ)	Events Manager
Philip Garrison (PG)	taking Minutes

Apologies for absence were received from Ian Marshall (IM) and Derek Jones (DJ).

### 2. Minutes of the previous meeting were accepted.

### 3. Matters arising from previous minutes:

Item 4: Trauti Hard will take over from John Versey as speaker organiser.

Item 5 (final para): As both IM and DJ are absent, it is not known whether they have yet met to discuss financial support to groups. RJ would like to attend the meeting when it happens.

Item 6: Helen Manley is continuing as scrabble group leader.

Item 11: Adrian Hoodless (AH) has worked hard to update the website, so no help is now required with this. RJ stated that Jane Tadman's name should be on the website as Group Support, and HQ said that her own name should be on the website as Press Secretary.

### 4. Chair's Report (MB)

MB has asked AH to reinstate the committee role descriptions on the website. MB asked committee members to check their own roles on the website, and to get AH to update these if necessary. HQ reported that newsletters are now on the website, and individuals are asked to update their own parts of the website.

All

### 5. Treasurer's Report (IM/MB)

MB reviewed the treasurer's report in IM's absence, and noted we have a huge credit balance of around £28k.

IM has suggested that we open a deposit account with TSB and transfer £25k into this savings account. MB recommended we do this, and the committee agreed. Despite the minimal financial return with TSB it is suggested we keep the account with them due to the length of time it would take to set up an account with a different bank.

There was some discussion about this excess of funds and it was suggested we are accumulating rather than spending. PJ suggested reducing membership subscriptions to £10, and HQ suggested getting better (and more expensive) speakers for the monthly meetings. AF agreed.

#### 6. Treasurer's draft report for AGM

MB suggested that, at the next committee meeting, a discussion be had on how money could be spent to benefit the membership.

#### 7. Draft budget

There was some discussion on how many members Du3a might end up with this year. TP said that numbers for each of the past three years were 559, 574 and 577 respectively, and it was suggested we pitch a figure of 560 for IM's budgeting for 2023/24.

HJ suggested we invite members who joined since May 2022 to the forthcoming new members' event. So far, only members that joined since December 2022 have been invited. This has now been done.

MB said we should wait until IM completes his draft budget, and we can review a complete budget schedule at the next committee meeting.

The budget for speakers at monthly meetings to increase to £1,500 per year, or about £150 per speaker (currently around £100 per speaker). PW would like to do a pitch for Rotary at a monthly meeting – MB said maybe July.

#### 8. Group update (RJ)

The gentle exercise group is winding up quite soon. Sadly, it hasn't worked out. PJ reported she understands that the group will continue outside u3a, with the same instructor (Mary), which raises questions as to whether they should continue to use equipment whose purchase was funded by u3a. RJ to check what equipment they have, and report back. RJ

Line dancing 2 group started last Wednesday, and some positive feedback has been received. RJ will visit the group in two weeks' time.

The whist group and the stitching group are both reported to be in decline.

#### 9. Membership secretary's update (TP)

There are 482 current members, comprising 34 new members and 448 renewals. A further 114 members are expected to renew.

#### 10. Outings and trips (PJ)

The De Havilland Museum trip takes place today (19th April).

Southwold trip (2nd August) went on sale only a few days ago, and it is over-subscribed with a long waiting list. Leeds Castle trip (20th June) will be launched soon.

Mousetrap theatre trip to Milton Keynes will go ahead on 23rd May, but Hemingford Grey Manor (6th July) is still in the planning stage.

PW is proposing a theatre trip in early September to see The Lion King. He is also following the progress of the Waverley paddle steamer which will be on the Thames from 28th September until 8th October.

#### 11. AGM preparation (MB)

All current committee members present agreed to serve on the committee for another year.

Annual reports should be submitted to MB by 15th May.

An invitation will be issued at the AGM for members to join the committee.

PG will not be present at the AGM therefore somebody else will have to take minutes.

#### 12. Constitution (MB)

MB asked if any amendments were required to the Constitution. None were suggested.

#### 13. Policies (AF)

Privacy and data protection policies were last reviewed in January 2021 and some changes may be required. Adrian Hoodless (AH) has put this on the website. AF said that policies don't need to be considered at the AGM but will affect the Constitution.

#### 14. New members' meeting (HJ)

This will take place from 2:30pm on Wednesday 17th May.

The Dourdan Pavilion has been booked for this. MB, HJ, PG, PJ, AF will attend.

15. Monthly meeting dates (MB)

Because of problems with venue availability, the monthly meeting scheduled for 25th October will now take place a week later, on 1st November 2023.

16. Quiz night (HJ)

This will take place at the Rowena Davey Day Centre on Friday 12th May. There will be ten tables. HJ has taken steps to ensure the majority of those present are members of Du3a, though the opinion was expressed that events like this should be used as a recruitment opportunity. MB agreed to comper the event on the night, and various committee members volunteered to compile quiz questions – and answers!

MB  
/All

17. Christmas party (MB/HJ)

After some discussion it was suggested the Rock Choir be asked to perform again this year on 6th December at St Mary's Church, dependent on the availability of both the church and the choir on that date. MB/HJ to check.

MB  
/HJ

18. Newsletter (HQ)

The deadline for submissions is this evening (19th April), and the deadline for the next newsletter will be 17th May. The AGM date will be announced in the newsletter, along with an appeal for two new committee members (without specific roles), and the Uttlesford Community Travel advertisement will be repeated.

HQ will request members' contributions relating to the "laugh" part of the u3a strapline. She also requires a temporary proofreader, for which PJ nominated DJ in his absence.

19. Next meeting date – 24th May 2023.

20. Any other business (AOB)

HQ and HJ won't be present at the next meeting.

The monthly meeting speaker for May had a query about equipment, which PW answered.

Jane Prowse, the leader of the Big Voices Community Choir (and a Du3a member) has asked if she can advertise that choir's forthcoming concert, but the request was turned down due to lack of space. Instead, Jane will be invited to address the monthly meeting.

The meeting closed at 12:23pm.