

## MINUTES OF U3A COMMITTEE MEETING 24 MAY 2023

### 1. Present

Mike Best (MB)	Chair
Terry Parker (TP)	Membership Secretary and Beacon Administrator
Ian Marshall (IM)	Treasurer
Derek Jones (DJ)	Assistant Treasurer
Pat Jones (PJ)	Outings Coordinator
Rosemary Jensen (RJ)	Groups Coordinator
Peter Watson (PW)	Committee Information Administrator
Philip Garrison (PG)	taking Minutes

Apologies for absence were received from Anna Fletcher (AF), Heather Quiney (HQ) and Hilary Jinno (HJ).

2. Minutes of the previous meeting were accepted with a minor amendment. (Revised minutes were sent to all committee members immediately after this meeting.)

### 3. Matters arising from previous minutes:

Item 3/5: DJ assured the committee that the meeting between IM and DJ with RJ will happen, but he emphasized it would concentrate on financial support to groups. RJ repeated her desire to be included in this discussion as it may directly affect the finances of groups, especially new groups trying to set up.

IM/  
DJ/  
RJ

Item 5: It was agreed that membership fees (currently £13) would be reduced to £10 from April 2024, initially for one year only.

Item 8: Gentle exercise group is now independent of u3a but still using equipment u3a purchased. Perhaps u3a should sell this to them?  
Anita Davey to resolve this issue when she has recovered from her current injuries.

Item 11: a minute-taker will need to be found for the AGM.

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

A second speaker – to precede the main speaker – will talk at (some) monthly meetings. It was suggested the town twinning people will speak at July's meeting, and PW will talk about Rotary at September's meeting.

The committee agreed that u3a will have no stall at Dunmow Carnival this September.

5. Raffles (MB)

The raffles held at monthly meetings do not raise much money, but they will continue because people enjoy them. Prizes are donated, but it was suggested that we spend some money (£30 per month) on prizes. Pat Kelly, who runs the raffle, will be informed by MB.

MB

6. Treasurer's Report (IM)

IM discussed the accounts with the committee. There are no problems.

7. Treasurer's draft report for AGM (IM)

Again, IM led the committee through the report. There were no issues.

8. Group update (RJ)

The former general exercise group has been discussed (see Item 3 above).

Debbie Miller would like to start a pickleball group. RJ has contributed an article to the forthcoming newsletter to gauge the level of interest in this sport.

9. Table tennis (RJ/AF)

Table tennis group leader Lucy Myers has emailed AF concerning a member of Du3a bringing a non-member along to a table tennis session. Lucy would like to re-write the group risk assessment to cover this situation. The committee agreed that non-members should not be attending table tennis, outings or other u3a activities, as they would not be covered by insurance.

10. Membership secretary's update (TP)

There are 542 current members, including 47 new members. 64 members have not yet renewed their membership.

11. Outings and trips (PJ)

The De Havilland Museum and Mousetrap trips went well.

Hemingford Grey Manor (6th July), Southwold (2nd August) and Lion King (13th September) trips are all full, but Leeds Castle trip (20th June) currently has spaces now the coach size has been increased.

PW reported uncertainty over a Waverley paddle steamer trip on the Thames. An outing to Ely Cathedral, requested by the flower arranging group, is being considered for a Friday in November.

## 12. AGM preparation (MB)

TP and RJ suggested some minor amendments to the Chair's draft report.

AGM letter and attachments will go out to members by email and by post to those who normally receive it this way.

PW suggested that members be invited to email nominations instead of filling in the form. He also offered to provide a dedicated email address for these to be sent to.

TP suggested the nomination form be included in the newsletter.

MB will put out an appeal for an AGM minute-taker on Beacon.

Maureen Best has volunteered to be Welfare Co-ordinator (WCo), and this was approved by the committee. It was suggested that training for the WCo be investigated, as she will have to deal with sensitive data. PJ observed that members on outings were not always confident or independent; DJ added that sometimes they needed to be accompanied by a "buddy".

## 13. Newsletter (HQ)

HQ was not present, but she had sent some written comments for the committee to consider, as follows:

The roles of Publicity Officer and Newsletter Editor have been merged into one role, but may be demerged into two in future. This was noted by the committee.

DJ confirmed that he has the laminator.

The committee noted the various parish magazines to which HQ is currently contributing, and is in agreement with HQ mentioning past outings and focusing on our interest groups in summer issues of the magazines.

The committee noted HQ's intentions as administrator of the Du3a Facebook page. Although PJ expressed the opinion that photos from the flower arranging group add colour to the Facebook page, the committee agreed that it is up to HQ to run the Facebook page in her own way.

The committee felt that the newsletter that will appear at the beginning of September should fully brief the membership about forthcoming events. Therefore we will need to discuss the September meeting in detail at our next committee meeting. AF to call out as separate agenda item for June.

AF

## 14. Next meeting: Wednesday 21st June, 10:00am at The Hub.

## 15. Any other business (AOB)

RJ mentioned Foakes Hall caretaker is leaving. We wish him well.

The meeting closed at 11:50am.