

Minutes of Glossop U3A committee Meeting – 26th September 2019

1) Present – Barbara Connah, Glyn Connah, Maureen Brierley, Chris Blackett, Diane Butterworth, ,
Brigette Manchee.

2) Apologies – Barbara Craven, Jo Mortlock, Jean Lowcock, Jennifer Depledge, Sue Vince

3) Minutes of the last meeting – Proposed CB seconded BM that minutes be accepted.

4) Matters Arising –

i) Glyn has written and circulated a Trustee's Report for the Charity Commission.

ii) From recommendations at the special meeting on 5th September, Diane has promised to resign her position of Treasurer of the Welfare Group to avoid any conflict of interest.

5) Correspondence – Newsletters from the Third Age Trust were circulated to committee members. CLA licence received and added to the Bradbury House file. Communications received via the website include:-

- School Readers – looking for volunteers in Derbyshire. Barbara has mentioned this at the September coffee morning.
- Travel Counsellors – offering to arrange holidays. No action but kept on file.
- David Morris – Whistler – forwarded to Rita France as possibility for Thursday Group.

6) Treasurer's Report

- i. Report as given at the AGM earlier. The final accounts were examined and passed by Chris Parrack. Barbara will thank Chris on behalf of the committee. **BCon**
- ii. The final summary is presented for the records. The Budget forecast for the coming year will be presented at the next meeting.
- iii. The annual subscription should stay at £9 for 2020/21 as we are trying to reduce the Reserves but Maureen suggests it be monitored through this year in case of unforeseen rises in rent or capitation. However, the Capitation Subscription to the Third Age Trust for 2019/20 looks as though it will stay at £3.50.
- iv. Maureen has ordered 70 2020 diaries costing £192.50 for sale at £2.75 each, a slight increase from last year and is awaiting delivery.
- v. The copyright licence for 2019-20 was paid at the end of July to cover us until 31st July next year.
- vi. With the election of new trustees, the committee need to agree signatories to the Natwest account. Before we can do this the Charity Commission has to be informed of the changes.
GC

7) Committee Secretary's Report – nothing more to report.

8) Membership Secretary's Report – Diane will have a clearer idea of membership numbers next time. She plans to visit groups to see what's happening.

9) Group and Activities Coordinator's Report – We will suggest to Jean that we have a Group Leaders meeting again this year.

10) AOB

i) Meeting schedule decided as follows:-

14th November – in the Conference Room

9th January 2020

27th February

23rd April

18th June

Coffee Mornings Door – October – **Brigitte**. November - **Chris**

ii) 25th Anniversary – Brigitte has arranged for an hour on Monday afternoon between 2pm and 3pm for setting up. We will need a van to move the display boards from Hadfield Hall. If we can't get one we will pay for the Bureau's minibus.

On the day we will be able to get in from around 9.30 for final set up ready for a 10.30 start The 2 life members will be invited to cut the cake at 11am.

The following will be appointed as new life members:-

Pat Manchee, Rita France, Maureen Hobson, and Dorothy Wood.

Committee members to keep these secret until the event.

Brigitte will send them personal invitations to be there by 11am. **BM**

Brigitte and Dianne will make a list of original members still in the U3A and send them special invitations. **BM**

Barbara is to make speech at 11am.

iii) GDPR Breach – Following our special meeting on this topic of 5th September we have concluded that the instructions for the Membership Secretary about using the gmail account should be clarified. Glyn will consult with Clive about this. **GC**

iv) Alice Shaw has raised an issue about safety issues on trips. She proposes that we ask members to name a contact in the event of an emergency. This would impact our Data Protection and privacy policies. Glyn will look at our policies to see what changes will be needed and produce a form for Group Leaders to use to request this information as suggested by Alison Mays of the Third Age Trust. **GC**

Group Leaders will be advised to keep this information secure.

Next Meeting Thursday 14th November 2019 at 11.30am in the Conference Room.

Glyn Connah