

Minutes of Meeting of Great Glen U3A Committee

4th July 2023 at 2.15 p.m. in the Ruth Warner Room

Present: Robert Mansfield, Roger Edwards, Janet Fanko, Di Richardson, Patricia Mansfield, Lynda Williams and Elizabeth Cooke.

1. **Welcome and Apologies-** RM welcomed Committee members to the meeting. No apologies were received.
2. **Minutes of Meeting 6th June 2023 and Matters Arising:** The minutes were accepted.
 - a. **Table Tennis Tables** – this matter is still unresolved- **to be carried forward.**
 - b. **Bowls Equipment Disposal** – this matter is still unresolved- **to be carried forward.**
 - c. **Gift Aid Options** – As no reply received to advice sought from the National Treasurer- **to be carried forward to September meeting.**
 - d. **Asset Marking** – **RM to check all assets in the cupboards are marked and mark if needed.**
 - e. **Promotional Strategy** – **suggestion re social media to be considered at a future meeting.**
 - f. **Drop box** – system needs to be sorted re access by committee members . **RE will make sure handbook has been updated.**
3. **Membership Matters** - JF reported in June there were 2 new members (a total of 26 new members for the year to date) giving a total of 339 at 30.06.2023, including 21 associate members.
4. **Finance Matters** - RE reported £17,500 was in the bank after paying June rents and all the Third Age Trust amounts due for the year. Charity Commission annual return has not yet been submitted as the online form is not operational. - **RE to monitor in order to submit.** . The CAF cheque signatory changes have been advised, but PR still one of the two hardcopy signatories as this is not usually used.
The Thursday Croquet group to be advised that they need an attendance of at least 4 to continue.
5. **Monthly Speaker Meetings** – PM reported: July meeting – Ella Tonge from the Dogs Trust is bringing all that she needs, she is not bringing a dog. Speakers are now booked up to the December meeting. Monthly emails of the next three months speakers to those members on Beacon has been initiated by RM.
6. **Groups Coordinator's Report** – DR reported the Papercraft Group has now finished, but it is hoped a new Craft Group may be started in October to incorporate this and the Needles and Pins Group which has already closed. The next Tea, Talk and Trivia afternoon is at 2.30pm on 18th July 2023. The newly formed Local History and Bird Watching groups may close due to lack of agreement on direction.
7. **Open Day, 20th September 2023** – DR is still awaiting responses from all group leaders (GL) on attendance. **Some GLs to be asked at the GLs' meeting to help with set up and clearing up.**

It was decided that: a list of the various groups in existence should be handed out to all visitors on arrival; the £10 'if you join on the day' offer should be continued this year.

Advertising posters should be put up from 1st September – **RE to compile a list of locations for the GL meeting.**

A GG u3a banner should be hung on the railings outside – **RE to coordinate.**

JF will publicise on Great Glen Facebook page.
8. **Group Leaders Meeting 14th July 2023** – RM had produced a draft agenda (paper G) to which it was proposed to add the Open Day.

Catering to be done by DR and EC in the form of sandwich platters, fruit and cake etc. Budget £5?

9. **Laptop Computers** – RM produced paper C. It was agreed that the old out of date computers should be disposed of and it was proposed that one new laptop should be purchased. Proposed by EC and seconded by JF. **RM to compile a draft of requirements and in consultation with PR agree the spec. needed.**
10. **Business Secretary's Report** – EC has registered GGu3a in order to submit any resolutions suggested and to vote on the agenda items on behalf of the committee.

10.1 Paper R – Proposed Resolutions at TAT AGM - It was agreed that we did not support resolution 1 and although we did not like the wording we supported resolution 2. At this stage no action needs to be taken.

10.2 Paper Q – RE presented the minutes of the local Network meeting which he attended.

11. **Newsletter** – LW reported this was ready to be sent out, but there are some outstanding contributions.

12. **Any Other Urgent Business** –

It was agreed that we should support a Christmas Tree at Burton Overy, and ask if any funds were required.

- **RE to ask Joanna with Kate Smith**

Health & Safety Policy – **this is to be considered at the next meeting.**

13. **Next Meeting:** Tuesday 1st August in the Ruth Warner Room at 2.15 p.m.

The meeting ended at 4.20 pm.