

Minutes of the Committee Meeting

Held on 25th October 2022 2.00 p.m. at Christchurch, Clarendon Park Road

Host & Chair: Tony Davison (Chair)

Present: Henry Paulinski (Vice Chair); Margaret Potter (Membership Secretary); Bob Holness (Treasurer); Sue Took (Acting Secretary); Neil Taylor (Groups Coordinator); Sandra Barker (Hospitality & Wellbeing); Karen Closs (Newsletter); Angie Barnes; Bob Collins

Apologies: Keith Pyne (Speaker Finder); Phil Proud

1. Minutes

The following minutes were approved:

4th October (subject to agreed amendments)

4th October Confidential

Karen will change the watermark and reissue the minutes.

ACTION KAREN

Sue will arrange for signing and send the non-confidential minutes to the website.

ACTION SUE

2. Matters Arising (not on the agenda)

Newsletter - Karen requested permission from the Treasurer to produce a short December newsletter in order to wish members a merry Christmas as there is no Christmas lunch this year. It was agreed that this was acceptable. **ACTION KAREN**

3. Chairs Report

Assistance Dogs – There have been issues within a group about a member bringing a dog. Another member of the group objected to the presence of the dog and emailed the convenor to complain and is refusing to attend the group whilst the dog is present. There were similar issues at the 40th Anniversary Garden Party. It is believed that the dog in question may be an assistance dog. It was agreed that generally it is not appropriate for dogs to attend u3a groups or events. However we do need to make every effort to accommodate assistance dogs. It was acknowledged that whilst we cannot, and do not wish to, discriminate against any member with a disability there is the complication that many groups are held in members' houses and there may be issues such as allergies, phobias, other animals within the house to consider. We do not currently have a policy for how this can be accommodated and it was agreed that Karen would draft something for consideration.

ACTION KAREN

Confidential Matters - Were discussed and are on a separate minute.

4. Secretary's Report

- Sue has had a meeting with Ros and the handover is well underway.
- Ros has now been removed as the contact as well as a Trustee and Angie and Phil have been added as Trustees on the Charity Commission website.
- Bob Collins gave his details to Sue so that he can also be added. **ACTION SUE**
- Sue has now submitted the 2021 accounts to the Charity Committee
- Sue has contacted TAT to advise them that she is acting Secretary and contact but has not yet received a reply.
- Sue has spoken to Ros about removing the old g-mail account.

Laptops

- The Secretary's old laptop was to be destroyed by the County Council. Sue has been advised by Ros that this has taken place and Karen confirmed that they had advised Ros to take it to the tip which she has done.

- The first of the new laptops has been delivered and was handed to Sue as acting Secretary. The remaining two will be available with free delivery in early November.
- Margaret reminded Bob H to update the asset register. **ACTION BOB H**

Roles & Responsibilities

- The update and revision of the committee roles was not completed.
- It was agreed that a subcommittee would be set up for to review and update these. Sue, Neil and Sandra volunteered. **ACTION SUE/NEIL/ANGIE**
- Margaret passed over the complete original set she has, Sue to share with subcommittee. **ACTION SUE**
- Committee members who had updated their roles will resubmit them to the subcommittee. **ACTION ALL**

AGM/New Committee Members

- The November, December and January newsletters will all advertise for new committee members
- The January newsletter will be predominantly devoted to membership renewals and the AGM. Karen asked for Margaret's help compiling this. **ACTION KAREN/MARGARET**

5. Treasurer's Report

- The total cost for all three 40th anniversary events amounted to just under £550 and the events were well received by members.
- Bob has had a letter from the bank asking for details of how the charity is set up and personal information of the Trustees. Bob will request the information from the committee members in due course. **ACTION BOB**
- Namesco the website domain contact has been changed from Ros to Bob H.
- The bookings of the church for monthly meetings next year has been done with no need to change any dates for bank holidays.

6. Membership Report - Current membership stands at 417, including 6 Honorary, 9 Associate and 402 individual.

- Margaret is meeting with Angie in November for training on processing renewals **ACTION MARGARET/ANGIE**
- New members joining now are advised to wait until 1st November and should be given a 2023 application form and Margaret has asked Graham to take the 2022 application form down from the website and replace it with 2023.

7. Groups Report – The 40th anniversary has stimulated many ideas and suggestions for new groups. Copies of the groups list are available at all coffee mornings and monthly meetings. Bob H requested that the backgammon be changed to that last Friday of the month. Margaret will update Beacon and Neil will ask Graham to amend the website. **ACTION MARGARET/NEIL**

8. Programme

- In Keith's absence Bob H advised that the last speaker has not yet been paid. Keith had agreed £81 with him. This is over budget for an individual speaker but we are under budget for the year. However it subsequently transpired that the speaker is a member and Chairman of Hinckley u3a. Accordingly he should know that he can only ask for expenses incurred.
- It was agreed that in future, when booking speakers, the speaker finder should check whether they belong to another u3a and remind them that they have 45 minutes plus questions.

- It was suggested that some of our members may have interesting topics that could and may like to give a talk about at a future meeting or may know someone that would make an interesting talk. Adverts will be placed in future newsletters.

9. **Wellbeing** – Refreshments for the garden party and the 40@40 totalled £463.91. £100.00 of profit from the coffee mornings was utilised leaving a balance of £363.91. The coffee morning continues to do well with new members several new people attending and wishing to join the u3a. Unopened crisps and snacks will be used at the last monthly meeting prior to Christmas. It was mentioned that Liz Brandow makes a wonderful non-alcoholic punch. Neil will ask her if she would like to make one for the meeting. **ACTION NEIL**

10. AOB

As we missed the deadline for booking for attendance at the hybrid AGM we were unable to obtain the two votes on, amongst other things, the resolutions proposed by TAT to increase the subscription paid to them from £3.50 to £4.50 in 2023 (Resolution A) or if that fails in 2024 (Resolution B). There is some confusion as to the outcome of the vote on this resolution which is not yet available. This appears to be because of an objection by Tring and a neighbouring u3a although, as no amendments to the resolutions were submitted, it is unclear how this has happened. Neil is liaising with the East Midlands representative and will keep the committee updated. **ACTION NEIL**

11. **Next Meeting** –29th November 2022 at 2pm

12. **Holiday Dates** These were checked and confirmed as:

Tony: 4th-11th November

Margaret:

Karen:

Bob C.

Sandra

Neil

Henry: 9th-11th November

Keith:

Angie:

Sue: May need a break from 28th November, 10th-14th December

The meeting closed at 4.30 pm