

Minutes
OLDHAM AND DISTRICT U3A COMMITTEE MEETING.

TUESDAY 5 December 2023

10.00AM – via Zoom

1. WELCOME Cam Montgomery (chair) welcomed Fiona Bannister (minutes), , Rose Hanley, Graeme Horn Pete Mellor, Maureen Quinn, Vera Rigby,
2. APOLOGIES FOR ABSENCE Jane Lawton, Val Thomas, Barie Thompson Karen Bartlett
3. MINUTES OF NOVEMBER COMMITTEE MEETING

Amendment K Bartlett was present

4. MATTERS ARISING FROM MINUTES + ACTIONS COMPLETED
CM GH and VT to discuss adhering to protocol and jointly write to GLs not complying with use of Beacon. CM to clarify VT request for quarterly nil returns.
Concerns expressed about bank details still not changed
5. SECRETARY'S REPORT Current prospectus stock 126
(FB 75, MQ 35, VR9, CM 13 VT 3) timing of next prospectus August 2024 following August AGM

6. MEMBERSHIP SECRETARY REPORT

7. TREASURER'S REPORT **5th December 2023**

The General Account - money in the bank as of 30th November was **£19.866.99**

Credit this month:

Entry fees November monthly meeting **£623.10.**

Membership Fees **£90**

Debit this month:

Room Hire Q.E.H. November monthly meetings **£380.**

Refreshments: **£34.62**

Speaker fees **£80**

All November payments/invoices received are paid and up to date.

The Social Account money in the bank as of 30th November was **£8715.44.**

Again, this month's balance is due to money being paid in/out from Trips.

Activity Fees, trip monies for some of the groups continue to be dropped it off with me at home, in addition at the monthly meeting.

All payments/invoices received were paid and are up to date. **VT**

CM to clarify VT request for quarterly nil returns.

Concerns expressed about bank details still not changed

CM VT and VR to meet to discuss BACS for membership.

Concerns expressed regarding late payment of invoices for tickets. Payment should be when cheques received by VT not when cleared. The committee voted to support Val to do this.

8. CHAIRMAN'S REPORT KB joined me at the Housing 21 yearly celebration event at St Herberts parish hall last week. We were impressed by H21, they seemed very organised and seem to have a very good relationship with their tenants. The tenant reps and H21 managers took away about 30 prospectuses, I gave a talk on Oldham u3a and we got good feedback from our visit. I've no idea what response we will get but let's see. It was mentioned again that possibly some rooms at H21 premises could be available for our groups to use.

I've attached the "Groups at a glance" list that Valerie K produced. we only had 50 copies produced and I think these have all been given out? I suggest we print 50 more to be available for the January meeting.

Do we know how many prospectuses we have left? I have 3.

Membership payments by bank transfer. I have held some discussions with Val and Vera around this. I suggest the 3 of us meet asap so we can look at the detail of how it could work. We can then make an informed decision as to whether we could action it for 2024 memberships but if not at least we will understand what the issues are.

see you tomorrow Regards cam

9. GROUP LEADERS COORDINATOR'S REPORT see appendix GL Meeting

Possible new interest groups.

Natural history (Ron Powell/Mike Canaway)

Philately (Kevin Birch)

Model making (Kevin Birch)

I've suggested to them that support be canvassed through the Chair's monthly email.

Group changes.

Computers (George Shaw). Numbers down dramatically since COVID. Considering renaming group "Help in using your computer, phone or tablet" and only meeting twice a month.

Mindfulness (Mike Canaway). 2 members now helping MC lead the group. Now open to additional members. Further training may be offered when appropriate.

Jigsaw exchange (Fiona Bannister). Only pre-ordered puzzles will now be brought to monthly meetings. Chat and choose sessions to be held on second Wednesday of each month.

Lapsed members.

2 GLs have separately raised issue of lapsed members continued involvement in our U3A.

Use of Beacon.

I have e-mailed leaders of the three groups which do not use Beacon to record their membership.

10. MONTHLY MEETINGS No monthly meeting in December. Comments received re seating for Refreshment team and welcomers. FB to make some reserved signs for first two chairs of each row
- Also comments received about noise from back of hall during speakers. CM to remind all during announcements

11.A.O.B.

12.DATE AND TIME OF NEXT MEETING.

TUESDAY 2 January 2024 10.00AM – VIA ZOOM

Actions

FB to make some reserved signs for first two chairs of each row

CM to remind all to be quiet during announcements

Membership payments by bank transfer. CM To discuss with Val and Vera asap

Cm to discuss with VT bank details still not changed

late payment of invoices for tickets.

CM GH and VT to discuss adhering to protocol and jointly write to GLs not complying with use of Beacon.

CM to clarify VT request for quarterly nil returns.

FB to order lanyards and pouches

Appendix

OLDHAM & DISTRICT u3a – GROUP LEADERS' MEETING 30th NOVEMBER 2023 14.00-16.00 EDUCATION SUITE, GALLERY OLDHAM

AGENDA

1. Welcome and apologies for absence.

Attending Graeme Horn (Group Leaders' Co-Ordinator), Fiona Bannister (Creative Writing/Jigsaw Exchange/Secretary), Val Thomas (Dancing/Treasurer), Cam Montgomery (Chair Ou3a), Vera Rigby (Anything Goes/Membership Secretary), Barrie Thompson (Acoustic Guitar), Miriam Robinson (Striders), Michelle Reid (Local History and Archives), Celia Costello (French Conversation), Liz Fowden Pamela Alase (Gardening), Kevin Ainsworth (Transport and Industrial Heritage), Ian Hughes (Photography), Ruth Postle (MOTOs, Criminology & Quiz), Linda Howarth (Family History), Susan Tickle (Create and Chat), Mary Hewson (Board Games), Liz Kelly (Strollers), Kathleen Handrick (Poetry), Mike Ford (Music Appreciation), Rita Taylor (Art Study), Carol Needham (Art Appreciation), Derek Francis (German) and Mike Canaway (Mindfulness).

Apologies for absence received from: Kay Bowman (Flat Walking), Jane Lawton (Bird Watching), Liz Cragg (Bird Watching/Gardening), George Ford (Computers/Spanish Improvers), Genia Polowyj (Flower Arranging), Marlene Laing (Exploring Craft), Norma Robson (Keep Fit), Josie Morris (Walking), Chris Drabble (Ukelele), Dave Wright (Bowling & Table Tennis), John Rigby (British History/Italian), Susan Rigby (Art Appreciation), Nancy Hobson (Science), Mike Whitbread (Walking Cricket), Lydia Price & Bernie Glover (Spanish Conversation), Sharon Hodges (Table Tennis), and George Shaw (Spanish Improvers/Computers).

2. Minutes of last meeting on 28th June 2023.

2.1. Approved as a true record.

2.2. Actions and matters arising; Covered in later items.

3. Information Protocol.

GH reported that:

the first Oldham & District u3a Prospectus was published in July this year. Thanks to all GLs for providing information and others involved in producing it, especially Valerie Kavanagh. Further editions will be produced annually, soon after our AGM (in August from next year). Group Leaders will be asked, nearer the time, to agree a timetable for its production. The response to the Prospectus from the point of providing members with detailed information on groups and as a publicity document has been very positive.

A 4-page Black & White summary of group information contained in the prospectus was also published in July this year. Only 50 copies were printed although a pdf version was emailed to all members. There have been a couple of small changes which need to be updated, the committee will decide if more are required to be printed.

The Chair sends out a monthly e-mail to members with details of our next monthly meeting and any significant announcements about our groups. GH asked if he needed to remind GLs to send any messages to the Chair, GLs replied that they didn't need future reminders.

GH asked if GLs are happy to update information relating to their group/groups on the website directly or by asking Cath Gannon to do it, GLs confirmed they are.

GH asked if members without email were being informed of any Oldham u3a news from members with emails, i.e. a buddy system. GLs reported that this happens to some extent, but GLs know which members of their groups don't have emails and they also try to update these members with relevant information.

GH asked how waiting lists for some groups are managed. There was a detailed discussion around this issue. The general feeling was that different groups are affected in different ways

because some groups need to have a limit on numbers because of the type of group they are or if room sizes would restrict new members, also setting up additional groups if existing ones are full has happened for a couple of groups. GLs need to lead on waiting lists as they see fit, which is what is happening.

4. Group membership lists. GH had produced a detail analysis of Oldham groups, how many members are in each group, numbers of events organised etc. GH apologised for saying the Strollers was a closed group (he meant to say Flat Walkers). GH thought that Oldham u3a had a very healthy set of groups with very good involvement from members.

GH asked if GLs keep track of members of their groups. GH to contact 3 leaders of groups "with zero members".

Linked to this Mike Ford raised an issue relating to lapsed members of groups, in particular if lapsed members were vulnerable people. There was a lot of discussion around this, the general consensus from GLs is that they would try to contact such members themselves if they thought it was required as the Beacon system doesn't have such functionality in it.

5. News from groups;

5.1. Group Leader changes and issues. Celia has successfully held a couple of Conversational French group meetings. Martin Luke didn't have enough support to progress the Gilbert & Sullivan group.

5.2. Venue changes and issues. No new possible venues have been identified.

5.3. Timetable of group meetings. GH had circulated a timetable of groups and timings, this looks useful to identify when other groups could meet or as a guide for members. Groups who don't meet at particular times, e.g. MOTOs, should be added to the document for completeness.

5.4. Other issues. GH + FB are organising some lanyards and table name cards as required.

6. First Aid Training.

GH reported that he had had a reasonable amount of interest from GLs and a few members, he will confirm how much the Red Cross training will be and contact interested GLs/members and try to book a training session. St John's Ambulance training was too expensive to consider. It was suggested that our members be asked if they are or know suitably qualified First Aid trainers.

7. Any other business;

Val Thomas reported that following the revised quarterly returns form she had sent to GLs, she had had a better return than previously but here are still a small number of GLs who don't provide returns information which is a requirement of the Charity Commission. Cam Montgomery commented that he would bring the issue up at the committee meeting on 5th December and would ensure action is taken.

Meeting closed 3.25 with thanks to all for attending.