

**Minutes**  
**OLDHAM AND DISTRICT U3A COMMITTEE MEETING.**

**TUESDAY 2 January 2024 10.00AM – via Zoom**

1. WELCOME Cam Montgomery (chair) welcomed Fiona Bannister (minutes), , Rose Hanley, Graeme Horn Pete Mellor, Maureen Quinn, Jane Lawton, Val Thomas, Barrie Thompson
2. APOLOGIES FOR ABSENCE Vera Rigby, Karen Bartlett
3. MINUTES OF December 2023 COMMITTEE MEETING , Agreed as correct
4. MATTERS ARISING FROM MINUTES + ACTIONS COMPLETED
  - First aid- MQ asked if anyone has come forward. VT could give some emergency first aid training if no one else comes forward
  - Christmas spirit . FB No individuals responded but a couple asked to be visitors.
  - Clearing of cheques. VT Each group has its own account and it is the GL responsibility to ensure that cheques are collected and deposited with VT in time. CM confirmed that invoices can be paid before cheques are cleared if VT has received them

All actions completed or in process.

5. SECRETARY'S REPORT . not much to report. Lanyards ordered and received from u3a and plastic pouches ordered separately  
Have printed 20 reserved notices for first two seats on every row. Laminating this week
6. MEMBERSHIP SECRETARY REPORT Membership is 687.
7. TREASURER'S REPORT **2<sup>nd</sup> January 2024**

**The General Account** - money in the bank as of 31<sup>st</sup> December was **£19,837.50.**

Credit this month:

Entry fees December monthly meeting	<b>£0.</b> <i>No meeting held.</i>
Membership Fees	<b>£0</b>

Debit this month:

Room Hire Q.E.H. November	<b>£0.</b>
Refreshments:	<b>£0</b>
Speaker fees	<b>£0</b>
Printing	<b>£4.49</b>
Room Hire G.L Meeting	<b>£25</b>

All December payments/invoices I've received are paid and up to date.

I attended a meeting with Cam and Vera to discuss the possibility of paying membership fees through BACS. The outcome being that we are going to set up a new membership account to process all membership payments. The paperwork has been completed by the signatories and submitted to the bank for approval of a new account. I am waiting for the Bank to agree the new account and give their approval. Likewise, the change of signatories was sent via e-mail in October, and they have requested further information which I have submitted this time by post. I hope to hear soon that all has been approved.

**The Social Account** money in the bank as of 31<sup>st</sup> December was **£5,6221.17**.

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.

Regarding payments for trips as mentioned in the December minutes, all trips have been paid on time. It is the responsibility of the Group Leaders to let me have cheques in good time prior to a trip as the cheques can take up to 5 days to clear at the Bank not including the time I need to process them. GL's are aware of this and most of GL's submit their cheques in time, however, occasionally I still get cheques in after the event has already taken place. **VT**

8. CHAIRMAN'S REPORT. I asked Valerie Kavanagh to update and print 50 copies of her Groups at a Glance document to bring to the monthly meeting on the 9<sup>th</sup>, cost £5.58.

I met with Val and Vera and we discussed how Bacs payments for membership payments could be handled. We agreed a method of setting up another bank account to be used ONLY for membership renewal payments, either by BACS or by inputting cheque or cash payments into this account. Val has applied for this account to be set up.

9. GROUP LEADERS COORDINATOR'S REPORT. A quiet month, no new groups. MQ enquired if the H21 has offered meeting space. CM replied No further response to date.

10. MONTHLY MEETINGS Jan 9<sup>th</sup> speaker arranged and PM liaising re-equipment.

Boilers and refreshment team as per usual arrangements

Greeters. MQ emailing this week to ensure sufficient bodies. - May have to recruit additional Welcomers.

Tablecloths are with VR

PM has compiled a presentation on Assassination of John Lennon as cancellation plan. 🐼

11. A.O.B. FB asked if we could discuss publicity strategy next meeting. Aware that other u3as are much more outward facing and can we work on events/ celebrations. FB happy to coordinate if there is a will. VT suggested volunteer's week event. For next agenda

12. DATE AND TIME OF NEXT MEETING.

TUESDAY 6 February 2024      10.00AM – VIA ZOOM

Actions