



**Committee Meeting - held at  
10 Mayfair Drive Spalding  
Thursday 20<sup>th</sup> October 2022 10am**

**Present**

- Christina Tyler- Chair
- Beryl Brennan – Secretary and publicity
- Dawn Kent - Treasurer
- Jane Davies –Groups Coordinator
- Mel Gordon Vice Chair and web administrator

**Apologies**

- Barbara Charity – Beacon Administrator
- Paul Berry – Speaker Finder
- Heather Girdlestone – Membership Secretary

**In attendance**

- Lorraine Lenton - Minute taker
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No.	Item	Action
1	<b>Apologies for Absence</b> Noted	
2	<b>Minutes of Last Meeting</b> Agreed and signed	
3	<b>Matters Arising not on the agenda</b> <ul style="list-style-type: none"> <li>• The date for Spalding flower festival has been changed to 13<sup>th</sup> May 2023</li> </ul>	
4	<b>Chairman's Report – Items not already on the agenda</b> <b>Anniversary Bench</b> <ul style="list-style-type: none"> <li>• Our bench which has been many months in the planning was 'inaugurated' after our last meeting on 16<sup>th</sup> September. Thanks to Beryl and Heather for the weeks of planning that went into a very successful event.</li> <li>• Morrison's community room is now available again.</li> <li>• The printer is now working again and Christina will carry on printing for the committee.</li> <li>• Chair attended the funeral of Ivy Tyler and will continue to attend funerals of our members when she can.</li> </ul> <b>SLNG</b> <ul style="list-style-type: none"> <li>• Attended on 4<sup>th</sup> October, via Zoom, the quarterly meeting of SLNG. Minutes of July meeting previously distributed to the Committee.</li> <li>• Discussion held regarding the moving of the website from Sitebuilder to WordPress No dates are as yet given for the switchover. It should be easier to use and be well supported by Trust volunteers.</li> <li>• It was suggested that we join in with East Lincs networking group to create a bigger group with more ideas. This was agreed by the Committee</li> </ul>	

	<ul style="list-style-type: none"> <li>Jean Hogg, our regional trustee has stepped down from her role and we do not, at the moment, have a replacement. Should there be any problems Michaela Moody is our trust contact.</li> <li>Vanessa and Margaret have stepped down from the SLNG Committee.</li> </ul> <p><b>National AGM</b></p> <ul style="list-style-type: none"> <li>Thus was held on 6<sup>th</sup> October. As this was the same day as our AGM, I was unable to attend the full meeting. The accounts were approved but all other resolutions were rejected. Further information on the way forward will become available in due course.</li> </ul> <p><b>Per Support Group</b></p> <ul style="list-style-type: none"> <li>I attended on 7<sup>th</sup> October.</li> </ul> <p><b>Network Meeting 19<sup>th</sup> October</b></p> <ul style="list-style-type: none"> <li>A discussion held on succession planning and contingencies that could be in place to cover Committee roles in the member's absence.</li> <li>There is Public Relations help and support available for publicity officer.</li> <li>In view of this Chair requested all Committee members to update the role descriptions</li> <li>It was also agreed that new members could be made aware of the various roles available when they attend the new members meeting.</li> <li>Current access permissions to be checked on the website.</li> </ul>	<p><b>ALL</b></p> <p><b>HG</b></p> <p><b>MG</b></p>
5	<p><b>Treasurer's Report</b></p> <p><b>Accounts</b></p> <ul style="list-style-type: none"> <li>These had been previously circulated including the current budget and following discussion approved.</li> <li>There are still some confirmations of contact details for current members. It was agreed that the GDPR policy and procedures should be checked and next year whatever would be necessary ensure compliance would be put in place.</li> </ul>	
6	<p><b>Group Co-ordinator</b></p> <ul style="list-style-type: none"> <li>After the AGM positive responses received from some members including an invite to Friendship Group. As all members were contacted to what interest there is in new groups. A number of ideas were suggested and will be investigated.</li> <li>This raised the question of group Leaders and to encourage new and current members to take on this role a guide to the actual role will be produced that is simple and easy to follow.</li> <li>One proposal forwarded was for those who don't like attending events or outings alone they could "find a friend" or have a plus one to go on externally organised Coach, film, or theatre outings. The Committee agreed this could be of benefit to a number of members as there would not be an insurance issue event or outing to be attended would be covered by the external organisers or coach company's insurance</li> <li>As there hadn't been a dedicated "New Members" meeting for a while where the ethos of u3a was shared it as suggested that new members could be invited to a 30 minute meeting held prior to the monthly</li> </ul>	

	<p>meeting. This would mean that they could meet Committee members and be talked through the relevant paperwork.</p> <ul style="list-style-type: none"> <li>• If a Group Leader was away not everyone had access to the Group Members telephone numbers or their emergency contact numbers. It was agreed therefore that at the Group Leaders meeting they will be asked to share those contact details within the group.</li> <li>• Group leaders meeting to be held on October 31<sup>st</sup> at 1pm, with a light lunch, venue to be agreed once numbers are confirmed.</li> <li>• Diary will be sent out in the new format again this month</li> </ul>	<p><b>JD</b></p> <p><b>JD</b></p>
<b>7</b>	<p><b>Speakers</b></p> <ul style="list-style-type: none"> <li>• Speaker Bernard Bale will talk on Norman Wisdom at the January meeting and the Life and Times of a Fleet Street Reporter at the March meeting</li> </ul>	
<b>8</b>	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Complaint</b> – following a full discussion it was agreed that members will be made fully aware of the rules and limitations regarding Associate memberships..</li> <li>• <b>Communication</b> – when emailing out to all members or group of members it was preferable to use the anonymised greeting rather than individuals names as this has caused some confusion in the past.</li> </ul> <p>Chair requested that when Committee members communicate with each other to use either their personal email address or one specific to their role on the committee</p> <ul style="list-style-type: none"> <li>• <b>Christmas Meeting</b> – It was agreed that refreshments of tea, coffee, mince pies and cake would be provided by the available funds and members would be asked to bring suitable in-date food to be sent to the food bank.</li> <li>• <b>Ideas for 2023</b> – the following social event Social events were suggested for all members <ul style="list-style-type: none"> <li>○ Fish and Chip supper</li> <li>○ Quiz Night</li> <li>○ Film Night</li> <li>○ 60s night</li> <li>○ Barn Dance</li> <li>○ Race Night</li> </ul> </li> </ul> <p>There will be a social Sub-Committee to organise these event. Venues and costs to be investigated.</p>	<p><b>MG</b></p> <p><b>BB</b></p>
<b>9</b>	<p><b>Date of next meeting</b> 10am on Thursday 24<sup>th</sup> November at 10 Mayfair Drive, Spalding.</p>	

Signed \_\_\_\_\_  
Christina Tyler Chair

Date \_\_\_\_\_