



Committee Meeting
30 Mountbatten Avenue, Spalding PE11 3TP.
Tuesday 15th August 2023 at 2pm

Present

- Christina Tyler- Chair
- Barbara Charity – Beacon Administrator
- Paul Berry – Speaker Finder
- Jane Davis – Group Coordinator
- Mel Gordon - Vice Chair and Web Administrator
- Dawn Kent – Treasurer

Apologies

- Beryl Brennan - Secretary
- Heather Girdlestone – Membership Secretary

In attendance

- Lorraine Lenton – Minute Secretary

No.	Item	Action
1	Apologies for Absence Noted	
2	Minutes of Last Meeting Agreed and signed.	
3	Matters Arising not on the agenda. None	
4	Chairman's Report Full report circulated to all Committee prior to the meeting. <ul style="list-style-type: none"> • Papers for AGM have not been sent out. They will now be sent out at the end of the month. • PSG attended earlier this month - discussions held <ul style="list-style-type: none"> ○ Just giving and Legacy requests. ○ Confirmation accounts do not need to be signed for submission to Charities Commission. • Chairs forum attended – discussions held <ul style="list-style-type: none"> ○ Resolutions for the TAT AGM ○ Ideas regarding leaflets being sent out local businesses to promote u3a to staff due to retire. ○ Fit for the Future group - Trustees and office staff to discuss issues concerning governance, strategy and finance of the u3a movement. 	BB
5	Treasurer's Report <ul style="list-style-type: none"> • Accounts previously circulated discussed and agreed. • Reserves are reducing year on year and it will be necessary to review membership fees for next years budget. • Independent examination of accounts has been completed and signed off. Members	

	<ul style="list-style-type: none"> • 56 members still outstanding to renew • 12 New members since June and 2 in the pipeline • Total of 47 new members during the year <p>Chair thanked Dawn, Barbara and Heather for their work on membership renewals</p>	
6	<p>Groups-coordinators report – Full report circulated at the meeting.</p> <p>Relevant Items discussed during the meeting.</p> <ul style="list-style-type: none"> • Tickets for Fen Flag trip in September still available. • 5 place available for the First Aid course • New ideas submitted for groups <ul style="list-style-type: none"> ○ Chess ○ Computer Skills ○ Spanish for holidays ○ Xmas Cooking 	
7	<p>Speakers Report</p> <ul style="list-style-type: none"> • Speakers booked through to February 2024 as reported last month 	
8	<p>Any Other Business</p> <ul style="list-style-type: none"> • Equipment loan form approved' • u3a week discussed and article promoting Spalding u3a will be sent to the local papers. • Flyer for the October meeting approved for distribution via email. • Barbara and Jane will check membership of those contributing to Facebook • Reminder that role descriptions need to be submitted in time for new Committee. • Transfer of website to Sitebuilder still progressing. Mel continues to keep it up to date as far as practicable. Due to the fact documents may be lost when transferred to the new system he is making sure all information is relevant and current. • Reports of monthly meetings and groups need to be made available for the website, also the newsletter and Facebook. There is very little being sent in at the present time. • Changes to emailing through Beacon was distributed prior to the meeting. 	CT MG BC and JD
9	<p>Date and time of next meeting - Wednesday 20th September at 10am. Venue - 30 Mountbatten Avenue, Spalding PE11 3TP</p>	

Signed

Christina Tyler Chair

Date 20/09/2023