

SUDBURY GROUP OF THE THIRD AGE TRUST
Minutes of the Executive Committee meeting
Tuesday 11th December 2018

Present: Anita Floodgate, Chairman
Janet Cruttenden, Secretary
Lyn Gray, Groups Co-ordinator
Committee Members:

Brian Orton, Treasurer
Colette Bentley, Speakers' Secretary
Brian Hemmings, Webmaster
Deanna Hoile, Nicola Godwin, John Freeborn
Richard Thomas

In attendance: Naomi Lundgren, Jean White

- 1) Apologies for Absence: Jennie Leech
- 2) Minutes of the meeting held on 9 October 2018
The minutes were adopted and signed by the Chairman as a correct record of the meeting.
- 3) Matters Arising
 - 5 Insurance Cover – Anita had spoken to Ruth at the Rugby Club. U3A items stored were not covered by the Club's insurance but Ruth said they would cover any loss. The Committee was happy with this arrangement.
- 4) Chairman's Report
Previously circulated. There were no matters arising from the Chairman's report. Anita confirmed that Lyn would not stand for re-election at the AGM and sought confirmation that the remainder of the committee were happy to stand. All members agreed they would seek re-election. Allen Burbidge, a Group Leader, may be interested in joining the committee.
- 5) Treasurer's Report
Previously circulated. There were no matters arising from the accounts. Brian said the year-end accounts will be basically the same as those presented today.
The committee then moved to a discussion on the budget and possible ways to reduce the reserve held. It was **AGREED** that a figure of £1,000 should be allowed for the 30th Anniversary celebrations and Grants for capital equipment. **ACTION: BO**
As a U3A we had no clear policy on Grants. Start up grants were available to new groups, but existing groups who needed equipment to run had to fund those items from their member's contributions. Following discussion, it was **AGREED** that groups should fund their revenue costs, but they could make an application to the committee for a Grant towards the purchase of capital equipment. A notice would be placed in Su3an and mentioned at the AGM that "in consideration of the healthy financial position of our U3A the Committee will look at any reasonable requests for capital equipment funding". **ACTION: AF**
A reduction in the level of subscription fees was not considered appropriate at present but should reserves remain high, this method of reducing the reserves would be considered next year.
A request had been made by the Architecture Group for a small screen suitable for domestic use at a cost of around £50. The Committee **AGREED** to this request and noted it would be stored at the Friends Meeting Room with the projector. Brian to advise the Group Leader of the Committee's decision. **ACTION: BO**
- 6) Secretary's Report
No report submitted and nothing to report at the meeting.

- 7) Speakers' Secretary Report
Colette circulated the speakers' programme which had been compiled with the help of Dee, Amice and Gill. As authorized by the committee the cost of speaker fees had been increased over previous years. The committee noted that the programme provided an excellent selection of topics and thanked Colette and her team for their work in its production. No one had been allocated to thank January's speaker and Colette offered to do this. It was agreed that the 'vote of thanks' should be made by the Group Leader or someone from that group, appropriate to the talks subject. Colette to approach Group Leaders for the relevant meeting. **ACTION: CB**
- 8) Group Coordinator's Report
Previously circulated. There were no matters arising from the Group Coordinator's report. Lyn reported that there were 10 groups interested in showcasing their group at the AGM.
- 9) Membership Secretary's Report
Previously circulated. Membership was now up to 811. He will start the process of removing receipt of TAM for members with over a years' membership unless Committee or Group Leaders. John needed to decide on the colour of the Membership Card for 2019/20 following the AGM. **ACTION: JF**
- 10) Webmaster's Report
Previously circulated. Brian said work was still in progress for the projector calendar which had a problem with access. Brian to place on the website under events the speakers' programme for the forthcoming year. **ACTION: BH**
- 11) Communication
Jean joined the meeting at 10.30. To date no one has come forward to help her edit Su3an. Anita will bring this up at the next monthly meeting. Jean will send Brian H text so that a request for editorial help can be placed on the website. Jean confirmed she was receiving enough copy for each edition of Su3an. **ACTION: AF; JW;BH**
- 12) Network Matters
Nothing to report.
- 13) Beacon Management System Report
Anita had been in touch with Ian McCannah who advised that details of the Board's decision will be sent to all Beacon subscribers, and the main contact on all U3A Committees, following a Beacon meeting in Birmingham on 17 December. Brian O to contact Ian after this date. **ACTION: BO**
- 14) Regular consideration for a second monthly meeting
Not in a position to have a second meeting at present but to be kept under review.
- 15) AGM Arrangements at St Peters
A screen was required for projecting AGM information and Group presentations. Lyn believed Val Herbert had a screen we could use and would contact her. **ACTION: LG**
The committee needed to run through the set-up for the AGM and it was agreed that 2pm on 25th suited the committee. Anita to contact Hilary Spivey to arrange access. **ACTION: AF**
- 16) 30th Anniversary Celebrations
Anita thanked Lyn for producing such comprehensive information to start a discussion. It was agreed to ascertain whether St Peters was available on either one of the last two Saturdays in June, or if this was not possible then the preceding Thursday. The event will be held between 10.30-15.30 and be a showcase of the U3A as well as a celebration. Members of RUG should be involved,

and it was agreed that a sub-committee of Anita, Lyn, Richard and Brian would meet once a date had been confirmed.

17) Holiday Request

The Chairman had received for the committee's approval two Just for Groups holiday requests:

- 1) Bournemouth with visits to the area between 11-15 February 2019
- 2) Strathdon Hotel, Nottingham and RHS Chatsworth Flower Show between 3-7 June 2019

Committee approval was given to these requests and the Chairman signed them off.

18) AoB

It had been noted that the U3A had not had a Christmas tree at the annual tree event held at St Peters. This was something that could be considered for 2019.

Anita thanked the committee for their hard work this year and wished them a Happy Christmas and New Year.

There being no further business, the meeting closed at midday.

Date and time of next meeting

12th February 2019 9.45 am for 10 am

Signed Date

Anita Floodgate, Chairman