

**SUDBURY GROUP OF THE THIRD AGE TRUST**  
**Minutes of the Executive Committee meeting**  
**Tuesday 12<sup>th</sup> February 2019**

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

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

- 1) Apologies for Absence: Deanna Hoile, Jennie Leech, Jean White
- 2) Minutes of the meeting held on 11 December 2018  
The minutes were adopted and signed by the Chairman as a correct record of the meeting.
- 3) Matters Arising
  - 9 Removal of members receipt of TAM after 1 year. John is capturing new members joining date and going forward will remove quarterly.  
The Membership Card for 2019/20 to be a light grey to represent our 30<sup>th</sup> anniversary.
  - 13 Latest Beacon update. To be covered under item 13.
  - 15 AGM projector screen. Lyn's contact's screen was not available. Janet has arranged the use of Sudbury History Society's screen.
- 4) Chairman's Report

Previously circulated. Anita stated that although Brian was prepared to serve a further year as Treasurer, he had completed 5 years as set out in our constitution. At the AGM she will state that unless a nomination for Treasurer is received by the close of the meeting Sudbury U3A will be forced to close. Anita will again ask for members to join the committee. She was disappointed that her request at the monthly meeting for RUG members had only resulted in two new recruits. The committee considered ways in which members could be encouraged to become more involved in activities and committees run centrally. It was **AGREED** that John will ascertain for the June meeting how many people joined from April 2018 to March 2019 inclusive. The committee will then look to arrange a coffee morning for those members in the Autumn. **ACTION: JF**
- 5) Treasurer's Report

Previously circulated. Brian had no additional points to add to the presented accounts and there were no matter arising from the accounts.  
Lyn said that there was a need to remind Group Leaders that they should not keep increasing the money they held on behalf of their group.
- 6) Secretary's Report

No report submitted and nothing to report at the meeting, apart from a plea to those committee members who had not sent in a nomination form to do so.
- 7) Speakers' Secretary Report

Colette said everything was quiet on the Speakers front.
- 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. She was having difficulty in finding members who had joined at our formation. She will visit Doreen Beach for any input she can provide. Lyn said she was working on the programme card and may have 2 new groups to add before the final closing date for printing.

Anita confirmed that she had spoken with Jennie who was keen to start in her role as Groups Co-ordinator and for the time being felt she was unable to help with committee lead activities. Brian commented that a Group Leaders day in the Autumn would be an excellent opportunity for Jennie to meet with Group Leaders and they to meet with her.

- 9) Membership Secretary's Report  
Previously circulated. Membership was now up to 831.
- 10) Webmaster's Report  
Previously circulated. Brian had no additional points to add to his report.
- 11) Communication  
Jean was unable to attend due to prior a prior engagement but had suggested that should the need arise Indigo Ross be asked to set out Su3an. The committee **AGREED** that this should be tried at some point in view of the difficulty to find a Deputy Editor. Anita will raise the need for a Deputy Editor at the AGM. **ACTION: AF**
- 12) Network Matters  
The next meeting will be held in May at a venue in Hadleigh. Richard confirmed that he was happy in pulling all the Speaker details together.
- 13) Beacon Management System Report  
Brian had forwarded the latest details on Beacon from National. He provided a quick resumé of where we were should the committee decide to proceed once the Beacon 2 system had become established and fully functional without issues. Data from Beacon to Beacon 2 to commence on 1 April 2020 and completed by 31 October 2020. It was **AGREED** that Beacon should be taken off the agenda; it can be revisited as we are in the loop for communication on Beacon 2 from National office. **ACTION:JC**
- 14) Regular consideration for a second monthly meeting  
This item to be removed from future agenda. **ACTION:JC**
- 15) AGM Arrangements at St Peters  
Anita had arranged for access to St Peters from 2pm on 25<sup>th</sup> to set out chairs and group tables and test the equipment to be used. Committee members were asked to help from 2pm, if possible. **ACTION:ALL**
- 16) 30<sup>th</sup> Anniversary Celebrations  
The sub-committee have met; the day will start at 10am and close at 3pm. Consideration to be given to advertising. The Bridge will provide refreshments and a special 30<sup>th</sup> birthday cake. Anita has the 'protocol form' to complete for Rod Spivey the Mayor to attend at 12 noon. Tricia Drawbridge to be asked to pipe him in. **ACTION: AF**
- 17) Sudbury on Show – 2<sup>nd</sup> March  
A sheet was passed to the committee seeking members help in the set up and dismantle and manning our stand. Items required were the display board, New Members box, membership forms, leaflets, etc. U3A yellow shirts to be worn. Items held at the Rugby Club to be collected. **ACTION:JC**

18)

AoB

Anita asked if the asset register could be updated considering recent capital equipment purchases.

**ACTION: JC**

Check number of memory sticks held

**ACTION: JC**

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

Date and time of next meeting

9<sup>th</sup> April 2019 9.45 am for 10 am

Signed ..... Date .....

Anita Floodgate, Chairman