

**SUDBURY GROUP OF THE THIRD AGE TRUST**  
**Minutes of the Executive Committee meeting**  
**Tuesday, 13<sup>th</sup> August 2019**

Present: Anita Floodgate, Chairman  
Janet Cruttenden, Secretary  
Brian Hemmings, Webmaster  
Richard Thomas  
Nicola Godwin  
Sue Campbell

Brian Orton, Treasurer  
Jennie Leech, Groups Co-ordinator  
John Freeborn, Membership Secretary  
Dee Hoile  
Colette Bentley

In attendance: Bruce Clegg, Press Officer

Anita thanked Bruce for attending today's meeting and taking photos of the committee for the website and for agreeing to become our Press Officer.

1) Apologies for Absence:

2) Minutes of the Meeting held on Tuesday, 11<sup>th</sup> June 2019.

The minutes were adopted and signed by the Chairman as a correct record of the meeting.

3) Matters Arising:

*4 Event for New Members* – It was agreed this event was mainly for feedback on a new member's experience of our U3A and to discuss possible roles, either as group leaders or more critically as a committee member. Anita has provisionally held three dates in October at the Town Hall Assembly Rooms. Following discussion, it was agreed an afternoon for members who had joined in our 30<sup>th</sup> year should be invited on 17 October between 1.30-3.30pm. Anita and John to work on invitation and questionnaire for all members who have joined since October 2018 to the date invites are sent out. **ACTION: AF/JF**

*Craft Group Involvement in U3A Xmas Tree* – Jennie reported she had only received one reply. It was agreed not to go ahead with a tree in St Peters this year.

*Social Prescribing Flyer* – Brian H had a draft which he will forward to Anita. Anita will action. **ACTION: AF**

*5 Window Screen* – Colette contacts speakers to check whether the screen is necessary. Although a charge of £50 had been quoted the invoiced received was for £30.

*9 Drop Box* – Nothing to report to date. **ACTION: B/F**

*ICE Information* – Jennie reported this has been actioned.

*Expired members reminder* – Brian O & John to synchronize membership list prior to a decision being made. Brian and Richard had attended a Network meeting where some U3A's had made the decision that if payment had not been received by a certain date then membership ceased without any personal follow-up. **ACTION: B/F**

*15 Research request* - It was agreed not to pursue this request.

4) Chairman's Report

Previously circulated and covered in Matters Arising. John volunteered to collect Su3ans from Indigo Ross if Anita was unavailable. Richard offered to review GDPR policies to ensure they were kept up-to-date.

5) Treasurer's Report

Previously circulated.

6) Secretary's Report

Previously circulated. There were no comments on the report.

7) Speaker Secretary Report

CB reported that her sub-committee will shortly meet to discuss speakers for the 2020/21 programme. Anita thanked Richard for the work he does on the speakers reports received from Network. Colette confirmed that the report was very helpful, especially the grading of speakers. Joan Garner had agreed to do the vote of thanks at the August meeting and Moira Orton at the September meeting.

8) Group Co-ordinator's Report

Previously circulated. Jennie said it was very disappointing that a Computer Group could not go ahead due to the proposed leader's health problems. She confirmed that having tried all avenues she had not secured sufficient interest in decorating a tree in St Peters. A note in Su3an and announcement at the next monthly meeting will be made for the formation of a further lunch club and a singing group.

9) Membership Secretary's Report

Previously circulated. The membership stands at 745 with around 160 suspended as unpaid.

10) Webmaster's Report

BH circulated the website hit sheet. There were no comments on this. The question was raised as to why we did not have a Facebook site as it is another way of communicating with members. A general discussion took place on the logistics of setting up a site, the need to have an editor, a means of controlling messages, etc. **ACTION: B/F at a future meeting**

11) Communications

Jean, nor her sub-editor Keith were in attendance and had nothing to report. Bruce said that when he had agreed to become Press Officer, he had looked at avenues of communication. He had contact local newspapers. Other suggestions were:- Sudbury Events magazine, local village magazines, library leaflets, other local publications.

12) Network Matters

Anita said she had not received a lot through from Network. The next meeting to be held at Blackbourne was on 25 October.

13) Members Items / AOB

- a. *Security at the Rugby Club* – Ruth had confirmed to Anita that items stored at the Club were not covered by their insurance. In view of the inconvenience should any equipment go missing Brian had looked at lockable storage cupboards which met our needs at a cost of around £200. The committee **agreed** to the purchase of a storage cupboard, with keys being held by Anita and one other. **ACTION: BO**
- b. *Holiday Request* – **The Committee confirmed their approval was given to these requests.**
- c. *President Vacancy* – The committee considered this vacancy in the light of Doreen Beach's death and **agreed** there was not a need to seek a new President.

Brian O said that with the continuing problems of the sound system, having taken expert advice a new system had been purchased prior to the committee meeting. The committee **agreed** this purchase as necessary.

Sue gave her apologies for non-attendance at the October meeting.

14) There being no further business, the meeting closed at 11.25am

Date and time of next meeting

8<sup>th</sup> October 2019 9.45 am for 10 am

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

Anita Floodgate, Chairman