

**u3a Sutton Bridge**  
**Executive Committee Meeting**  
Friday 18 August, 14.00 Market House, Long Sutton

**Minutes of the meeting**

1. Apologies for absence : LF MB MN
2. Minutes of the last meeting 22 July 2023 : amendment made to record.
3. Matters arising :
  - Welcome potential new committee members  
Eric, Eileen and Joan welcomed to the meeting.
  - AGM at Market House 5 September  
Refreshment stocks in place. SP will ensure milk is available. PR will bring down supplies as usual and Marion has offered to set them out. Mary will take minutes of the meeting in AL's absence. MSC provided PR with a list of apologies received so far to give to Mary. Minutes of the last AGM have to be approved by members at the meeting so PR will send these out prior to the meeting. Accounts for 21-22 have not been signed off yet; PR is meeting LF to discuss and FH-T is contacting the auditor. When available, copies of these and the 22-23 accounts (completed and accessible) will be circulated to members along with the minutes. Format of AGM discussed.
  - Publicity/posters/flyers  
Good coverage in The Voice about last month's meeting. Very positive about u3a, Also Archery mentioned. FH-T has templates for posters when content is identified. SP offered to organise their distribution. Thanks to FH-T for his efforts. PR will update existing leaflet and print out.
  - Auditor and Accounts Update  
Already covered.
  - Vacant Committee positions in September:  
Secretary, Treasurer, Interest Group Co-ordinator, Vice chair  
Eric expressed an interest in the role of Treasurer and Eileen was keen to support Membership secretary. Joan not convinced that the roles vacant were suitable for her. Responsibilities and aptitudes discussed at length. MSC said it would be possible for her to attend future Committee meetings as an honorary member, able to support but not vote.
  - Website control and update  
Work already underway to recover lost data and restore links but much still to do. TD checking interest group information and looking to upload a membership form and calendar of events. A copy of the Constitution, policies and procedures should be available to members on the website. Beacon access to be discussed going forward.
4. Chair's report : 52 members attended the last meeting with 2 guests and 2 new members.
5. Secretary's report : none
6. Treasurer's report : none

7. Interest Group Coordinator's report : group numbers fluctuating and group leaders need to be vigilant about recording changes and checking that there are no non-members present.
8. Speaker Secretary's report : September - Linda Scholes. October not yet arranged but suggestions received - probably 'Bees and beekeeping'. November - talk about Peggy Spencer. December - Christmas Social. Musical extracts of 'The 2 or us' played. JS will find out cost. SP also has examples and will liaise with JS. Advisability of private companies conducting a meeting discussed, which although informative, would be marketing.
9. Membership Secretary's report : no change to statistics
10. AOB : SP suggested plan for Christmas Social refreshments along the same lines as Coronation Tea Party where members volunteered to contribute items of food. Social fund stands at £159 with an estimated £100 to add to that potentially. Tickets would still be sold but price kept low with raffle ticket(s) included. Venue will be Curlew Centre so table arrangement will have to be considered. Chris to provide table-top quiz?  
FH-T to give talk 25 September at Churchill's to Arthritis Group about the u3a. MSC and PR offered to help. 1.30 for 2pm

The meeting closed at 15.40

Next meeting : Friday 22 September 2023 at 14.00

Distribution : MSC, MB, LF, SP, FH-T, MN, MR, JS, PR, TD, AL