

Minutes of Committee Meeting
Thursday 15th February 2024
38 Parsonage Lane, Bishops Stortford, CM23 5BG

Present	Linda Ketteridge – Vice Chair - LK Ken Blethyn / Treasurer – KB Pam Archer / Secretary - PA Anne Willett / Events Co-ordinator – AW Dave Willett / Minutes & Comms – DW John Bailey / Asst. Treasurer – JB Tom McNeeney / EDI Officer - TM Linda Maxwell / Speaker Co-ordinator LM Annie Compton / AC	Action
Apologies	Nigel Varnum / NV	
Minutes of PM	Accepted and signed	LK
Matters arising	None	
Agenda		
Committee	<ul style="list-style-type: none"> • Regional Chair’s Forum update – The revised Constitution is due from CK soon. If ours is accepted, we will follow this. • Annual elections for Ctte members – we are against as it is impractical and time consuming. • Gift Aid – we observe the rules for this carefully and so this is not a problem. • TAT magazine – only 3 members have requested to go ‘paperless’. We will review this. • U3a Neighbours Meeting – possible date for us to host in April. 	
Membership	<ul style="list-style-type: none"> • 611 members now including 3 new reinstated members. 	AW
Secretary’s Report	<ul style="list-style-type: none"> • Charity Commission report now completed. • PA to check insurance of individuals who offer groups to our members, i.e. pilates etc. 	PA
Meetings and Speakers	<ul style="list-style-type: none"> • February talk about Indian wildlife received positive feedback. This couple will be booked again for 2025. • Meeters and Greeters to be encouraged to tell people about the list of groups on our website. 	LM LM

<p>Finances</p>	<ul style="list-style-type: none"> • Bank mandate update – KB will do this once the Charity Commission has responded, and when CK has returned from holiday by the end of the month. • Another mystery payment to be solved, a Joy Lee for £31.50 An appeal will be in the next email. • Simple explanation on our accounts from KB and JB for Ctte to emphasise to Group Leaders and other members. We have three accounts – <ul style="list-style-type: none"> ○ Deposit Account – a back up or reserve account which would keep our U3A going for at least 6 months or so in an emergency. ○ Current Account – this is for running Thorley u3a as a charity – receiving membership subs, paying hall and speaker fees, paying TAT fees for membership and magazines, dealing with Gift Aid, paying bank and auditors charges, expenses for refreshments , postage etc. and donations. ○ Social Account – this deals solely with the income and costs involved in running the groups within our u3a. e.g. venue hire, weekly/monthly group membership contributions, coach hire, trips and holidays, the Christmas Lunch, and Quiz Nights. 	<p>KB</p> <p>DW</p> <p>KB & JB</p>
<p>Groups update</p>	<ul style="list-style-type: none"> • French Group – increased numbers and interest. Article to be in next email. • History Group – currently no leader. Appeal to go in next email. • Another Book Club – could be a demand for one. AC to investigate. • We agreed to develop our communications for groups, maybe encourage and train every group leader on how to use Beacon. • Single point of contact for the website will now be AC • Group Leaders to be asked to look at their page on the website and provide updates if necessary. They will also be asked to advise whether their group has room for more members to join. • Carpet bowls idea from a member. It was felt that those interested probably belong to a club anyway. Cost of equipment, venue, setting up a group with leader might be difficult. • Lip Reading – 18 are interested at present. AC has been in contact with the Association of Lip Readers who may be able to offer a one-off workshop. • Bridge – Group have moved from South Mill Arts to Great Hadham Golf Club as the numbers have grown. 	<p>AC & DW</p> <p>AC & DW</p> <p>AC</p> <p>AC</p> <p>AC</p> <p>AC</p> <p>AC</p> <p>AC</p>

EDI	<ul style="list-style-type: none"> • Monica Hills can take up to 10 people for Visually Impaired Training • A rep. from each group to be investigated. 	TM TM
Events & Activities	<ul style="list-style-type: none"> • New members coffee morning – Date – Wed 21st February at Thorley Community Centre, 10.30 am to 12.30. 24 have accepted. Group lists will be available to encourage new members to join. • Garden Group 1 – LK to speak to BJ re her forthcoming trip • All coach trips need to go into the diary. 	AW LK
Communi- cations	<ul style="list-style-type: none"> • March email – <ul style="list-style-type: none"> ○ Chair's letter – LK to write a few words, if NV happy to leave this to LK. ○ Holland holiday – leave in – DW to check numbers so far from Maggie Bennett ○ Seated exercise group – leave in ○ Craft Group article – leave in 	LK DW DW DW
Calendar check	<ul style="list-style-type: none"> • Cloud (Drive on gmail) access for all members. KB will help individuals. • Ctte email addresses & Comms Group email addresses – DW to revise list and will send out with Minutes. Committee email addresses also available on Beacon via 'u3a Officers' from main menu. 	KB DW
AOB	<ul style="list-style-type: none"> • The monthly meeting start at the Charis Centre will now be 2.15. email article from March will make this clear. 	DW
Meeting closed	<p>12.30 pm</p> <p><u>DONM - Thursday 21st March 2024 10am</u> This meeting will be held at Anne and Dave's 's house. Address is – 9 Lloyd Taylor Close, Little Hadham, SG11 2NB</p>	

hinda Ketteridge
15th February 2024