

Minutes



Tiptree u3a Committee Meeting

Date 13 April 2023 Time 4.00 p.m. Venue U.R.C.

Present: S Ledwell (Chair), D Ledwell, C Harvey, P Outen and J Carter

Absent: M Pattenden and J Elliott

No	Item	Action	Actionee(s)	Date
1	Minutes of last meeting	Approved as correct		
2	Matters Arising	See matters outstanding		
3	Finance (DL)	Forecast shows a surplus of £653 against a budgeted deficit of £353 It was agreed for a petty cash float to be set up - £50		
4	Membership (JC)	There are 5 new members		
5	Groups (MP)	MP absent. There was a general discussion on the groups and the challenges of closed groups.		
6	IT (CH)	Pending changes to BEACON portal - 18 April Live date. Update User Guide Agreed not to send out general communication to all members	CH	asap
7	Monthly Meeting	PO will be absent for this meeting. Attendance of M Archer from Healthwatch Essex - North East Health and Wellbeing Alliance. Membership to be informed of this.	CH/JC	April 23
8	New Members Meeting	For new and potential members. MP to contact group leaders to attend this and possibly speak for a few minutes on their group.	MP	April 23
9	AOB	1. Update provided on TAT and new structure. 2. October 2024 - Study Day. 3. L Thrower no longer assists with the Bulletin. 4. There have been issues with the projector/leads. Another projector was purchased from the publicity budget as back-up. 5. Coronation Tea - catering pack of teabags to be purchased.	SL SL PO	

Meeting closed at 5.35 p.m.

Minutes agreed by the committee on X

Signed _____
Chair

Future meetings: Wed 10 May Wed 14 June Wed 12 July Wed 9 August Wed 13 September AGM 19 October			
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Outstanding Actions

u3a

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No	Item	Action	Actionee(s)	Date
1	Monthly Meetings	Group leaders to be asked to provide a short description of their group at some of the meetings	MP	Ongoing
2	Series of Events	New Members Meeting - 24 April. MP to contact group leaders re attendance and possible talk on their group. Coronation Tea – 5 May 10th Anniversary celebrations - October onwards AGM - October	JC/MP JC/CH ALL ALL	
3	Bulletin	Need someone to take this over and also more input from group leaders	SL/MP	ASAP
4	Debit Card	Agreed to get 2nd card	DL	
5	Vacant Roles	Social Secretary and Bulletin Editor (point 3 above) and Community Liaison Officer	ALL	
	Future Meetings	Members meetings 20 April 2023 18 May 2023 15 June 2023 20 July 2023 Committee meetings 10 May 2023 7 June 2023 12 July 2023 (Papermill Lock Trip) 9 August 2023		