

**VCV U3A  
Minutes of Committee Meeting**

**held at GWP on 12<sup>th</sup> August 2021**

**Present:** Brenda Kember (BK), Ron Fenn (RF), Ken Pragnell (KP), Nick Photi (NP), Steve Bowler (SB), Gill Davies (GD) Dick Downs (DD), David Collins (DC), Chris Hughes (CH)

Apologies: Cathy Jones (CJ), Julia Scott (JS), Fran Smith (FS)

MINUTES	ACTION
<p><b>1. Acceptance and approval of July 2021 minutes:</b> The minutes were accepted and approved.</p>	
<p><b>2. Matters arising from July 2021 minutes</b>  <b>2.6 Christmas Dance</b> BK thanked the sub-committee for their efforts and NP for his update. See item 5  <b>5 Group Storage</b> All sorted  <b>4 2020/21 AGM</b> Examiner's Report now received from Eve Brown  <b>GM</b> August meeting will be the last on Zoom, registration will not be required. BK will cancel contract before next payment due.  <b>3 TAM subscriptions</b> DD reports that at close of request window, 112 members have signed up to receive TAM  <b>4 Risk Assessments</b> JS reports all active group RA's have now been received.  <b>5 Laptop</b> Now up and running with only Chairman's generic email. Subscription issues still to be resolved.</p>	<p><b>BK</b> <b>DD</b></p>
<p><b>3 September GM at Greenwood Park.</b> BK has prepared a statement to go in this month's Newsletter and, with minor amendments it was agreed. Announcement on COVID precautions to be made at August GM. Members to bring own drinks etc and this to be a social event.  NP/SB/DD to set up in the hall at 9.15. Bronwen and her team will be greeters and sign members in. CH will need assistance with handing out membership cards  There will not be a speaker, a short quiz will be available if required</p>	<p><b>BK/TP</b> <b>NP/SB/DD</b> <b>CH</b> <b>SB</b></p>
<p><b>4 October AGM</b> The Examiner's Report was read out by BK and approved. Noted that the AGM requires members to accept the accounts, not approve them.  CJ/DD need to prepare the AGM notification  The committee need to provide CJ and DD with the names of their proposer and seconder  We need to put a request for new committee members in both newsletters and to be announced at the August GM</p>	<p><b>CJ/DD</b> <b>ALL</b> <b>TP/DD</b></p>
<p><b>5 Diary Dates</b> Committee are advised that there are refresher courses on Trustee Induction available via Barbara Cordina and Hilary Holt at East of England group, and also a refresher course at GWP at 2pm on Tuesday 5<sup>th</sup> October in the Pavilion.  Christmas Dance. We need minimum ticket sales of 100. Max 144 attendees, including the band. Tickets are £15. Dress code is "smart" Sales to start in October. RF advised that the decorations need replenishing.</p>	<p><b>ALL</b></p>
<p><b>6. Finance Report.</b> The report dated 8 August was noted and approved.  We need more signatories on the accounts  The events/holidays approval forms were discussed and approved  KP suggested that Group Events might be treated as "restricted funds" for accounting purposes.  Eve Brown has agreed to continue as External Examiner for another year.</p>	<p><b>BK/KP</b></p>
<p><b>7. Update on Groups.</b> We now have RA returns from most active groups; the Groups List needs updating. Noted that several larger groups, with Committee connections, have not yet added their RAs to Dropbox  Book Reading Group: - it is hoped that Lyn P will take this on  Card Making was led by Betty Bullard and Angela Brassington but unsure if the group is to continue.  Philosophy and French groups are now closed  All RA's need to go into Dropbox</p>	<p><b>JS/DD</b> <b>JS</b></p>

<p><b>8. Update on Holidays and Events</b>  <b>MG's report had been received and accepted.</b> Thursford trip costings received and approved and to go on sale. BK to inform MG of progress.</p>	<b>BK</b>
<p><b>9 Theatre Trips re Trips:</b> RF report discussed and noted. The Carousel trip problems were explained</p>	
<p><b>10 Chair's Review</b> BK was pleased how well the committee had worked to get VCV-u3a through the pandemic. At present the committee has 12 members but the Constitution allows for up to 15 plus 2 co-optees. With CJ standing down in October, there is a need to recruit more people to serve on the committee, to which end TP/DD will be promoting committee membership in the respective newsletters. It was good to note how quickly everyone (committee and members) got to grips with Zoom which enabled so much to be achieved whilst obeying Covid-19 rules and regulations. Thankfully, we are now returning to normal activities starting with September GM and other activities.  BK stated that after 10years in executive roles on the committee, she would not be standing for re-election at the October AGM. RF led the committee in thanking Brenda for her service.</p>	<b>TP/DD</b>
<p><b>11. Newsletter:</b>  TP joined the meeting. A few amendments were made. TP/DD to advise members about the Christmas Party once details are finalised</p>	<b>TP/DD</b>
<p><b>12. AOB</b>  NP presented specimen posters/artwork for the Christmas Dance, prepared by TP. Agreed that they be advertised at the AGM  BK offered apologies for September CM but will be at the GM.  SB will not be able to attend September CM and GM  DC will not be attending August GM  CH cannot attend the October Induction Course at the GWP Pavilion</p>	
<p style="text-align: center;"><b>Date of next meeting</b>  <b>Thursday 9<sup>th</sup> September at 10am at GWP</b></p>	