

V-CV U3A

Minutes of Committee Meeting

held on 14th October 2021

Present: Brenda Kember (BK), Ron Fenn (RF), Ken Pragnell (KP), Cathy Jones, (CJ), Nick Photi (NP), Gill Davies (GD), Steve Bowler (SB), Dick Downs (DD), David Collins (DC), Julia Scott (JS), Chris Hughes (CH), Fran Smith (FS)

MINUTES	ACTION
<p>1.Apologies: None</p>	
<p>2. Acceptance and approval of September 2021 minutes: The minutes were accepted and approved.</p>	
<p>3. Matters arising from September 2021 minutes: 3.2.3 TAM subscriptions: DD reported all OK 2.5 Diary Dates: KP reported on the East of England zoom presentation on 5th October. 13. Newsletter to non-email users: RF stated Kraft Printworks will in future be printing Newsletters for sending to non-email users. A member has volunteered to hand deliver in Bricket Wood and FS to the Park Street members. 14. A.O.B. i) DD and JS have completed bank mandate forms. ii) Confirmed the £20 p.a membership fee drops to £10 after 6 months. iv) JS has updated the Groups Directory.</p>	
<p>4.AGM 21st October: Committee agreed to the Speaker, a Master of Ceremonies, announcing start of AGM and the new committee at the end. Only one new nomination for committee received by Secretary. Motions had previously been circulated to committee by BK. It was agreed BYO refreshments and no raffle for October. If it is decided refreshments to be available in November, GWP Manager needs to be notified for use of kitchen. FS volunteered Writing Group to serve teas and coffees for November. Membership cards to be available for collection in Hall. A majority vote by committee agreed members to sign out if leaving during meeting but not at end. Only 1 GL responded to NP’s email requesting assistance with sanitising. NP was requested to include Groups Co-ordinator when emailing GLs.</p>	<p>ALL NP</p>
<p>5. November Dance and December Xmas Party: a) Dance – Saturday 20th November: RF reported GWP Manager had advised restrictions have now been lifted for GWP. NP to liaise with GWP Manager. SB stated an “enhanced” Ploughmans to be provided and that Rose needed numbers for catering asap. RF stressed early circulation of the Newsletter via Beacon would help sales at the AGM. Newsletter and E-News to be used for promotion. Committee approved proposed tickets entitled “Let’s Get Together”, to go on sale at October GM and by members phoning NP. KP stated he has received a Letter of Agreement from Band. Decorations, raffle and drinks dependant on number of tickets sold. BK thanked NP/SB/GD for organising the event. b) Xmas Party at December GM: Reference was made to change of GM date to 9th December. No speaker; SFF and Ukulele Groups 20 mins each; free raffle; Prosecco/orange juice on arrival. Arrangements to be finalised at November CM.</p>	<p>NP SB NP ALL</p>

<p>6. Formal acceptance of date changes to VCV's Events Policy: Committee unanimously approved the amended Events Policy.</p>	
<p>7. Finance Report: KP's report to October 2021 and forecast for 2022 were discussed. Admin, asset purchases and miscellaneous were difficult to forecast. TAM subscriptions to be paid once a year in future and TAM to be contacted in February to request an extra invoice as VCV had only 10 copies invoiced this year. BK referred to costs for future events and suggested a New Members' meeting and a GLs meeting be considered. BK to send JS an existing Groups pack for possible use. BK advised 2022 is TAT's 40th anniversary and could possibly be celebrated at same time as Queen's Platinum Jubilee in June. KP updated committee on progress of Barclays mandate forms for JS and DD. RF stressed a recruitment drive was required in 2022 which hopefully would lead to identifying new committee members.</p>	<p>KP BK/JS</p>
<p>8. Update on Groups: JS showed committee proposed new display boards for GMs. Members to be encouraged to add their names to sign-up and interest lists. JS to send updated Groups Directory to TP for inclusion in Newsletter and to DC for VCV website. NP stated more Groups had been contributing articles for Newsletter.</p>	<p>JS/TP/DC</p>
<p>9. Update on Holidays and Events: MG has sent all approval forms required to KP. All forms will need scrutinising before advertising and selling events to avoid clashing with existing dates. RF stated minimum and maximum numbers on events would affect the ticket prices and new events for 2022 needed planning asap.</p>	
<p>10. Update on Theatre trips: RF confirmed "Cinderella", "Pretty Woman" and "Busman's Honeymoon" all going ahead as planned. Interest lists for other shows were also in place. St Albans, Watford, Aylesbury and Milton Keynes theatres were discussed as possible future venues. BK requested DC to circulate notices for Abbey Theatre and St Albans Cathedral to committee.</p>	<p>DC</p>
<p>11. Newsletter: With one amendment, Newsletter approved for emailing to members. RF to organise copies for distribution to non-email users to be printed by Kraft Printworks.</p>	<p>RF</p>
<p>12. Any Other Business: i) RF and NP voiced everyone's appreciation to committee members BK, CJ, FS and CH who will be standing down at the AGM. ii) BK gave advice on Trustees' duties for new committee.</p>	
<p style="text-align: center;">Date of next meeting: Thursday 11th November 2021 10.00 – 12.00 in the Lounge at GWP</p>	