

VCV U3A

Minutes of Committee Meeting

Held on 12 January 2023

Committee members present: Ron Fenn {RF} {Chair}, Nick Photi {NP} Vice Chair and General Meeting Manager. Gill Davies [GD] Speaker Coordinator. Ken Pragnell (KP) Treasurer; David Collins [DC] Webmaster, IT and Publicity; Denise Rees {DR} Events Liaison, Lynda Maris {LM}, Minute Secretary. Rosemary Yates [{RY} Membership Secretary, Dick Downs (Temporary Secretary and e-news editor).

1.Apologies

Lynn Brandrith (LB), Julia Scott (Vice Chair and Groups Co-ordinator]

2.Minutes of Last Meeting

The minutes of the December Meeting were approved apart from the following amendments: Under Item 1. Apologies The name of Denise Roberts should be corrected to Denise Rees.

3.Matters Arising

None

4. Finance

- 4.1 KP presented the third quarter forecast previously circulated which shows actual expenditure over the first three quarters of the 2022/23 year along with the best forecast for the final quarter. This indicates that the VCV should finish up with a surplus of around £1,700 on the year. The main factors contributing to the surplus are the membership numbers and spending less than we budgeted on VCV funded events. Having commenced the year with funds of just over £7.000 the start-up for 2023/24 will be over £8000. This is equivalent to a full year's turnover, compared with the TAT recommendation of about 6 months. It was agreed that this would help to offset any unforeseen increases in expenditure.

5. Membership 2023/2024

- 5.1 The Committee agreed that the February Newsletter will set out the details for the renewal of membership for 2023/34. RY said Renewal Forms are being prepared but subscriptions will not be accepted before 1 March 2023.
- 5.2 KP had previously circulated a table showing the estimated income/expenditure for differing numbers of members (350/400/450) and the projected surplus/shortfall for differing subscription rates (£20/21/22). KP recommended that we maintain the subscription at £20, which should keep us close to breakeven, assuming we can maintain our membership at close to current levels. This was agreed.

6. Succession Planning

RF reminded the committee that his term of office as Chair comes to an end at the AGM in October 2023 and that it was advisable for the next Chair to be identified before then to enable an effective handover to take place. The co-option of additional Committee Members is particularly important when looking ahead for 2024/25. All Committee Members are subject to the terms they can serve as determined by the VCV Constitution.

7. Holidays and General Meetings (GM's) in 2023

RF noted that holidays external to the VCV and organised on a commercial basis by Mary Gotts [a VCV member] had coincided with a number of VCV General Meetings since December 2021. This was also likely to be the case in 2023. The holidays are clearly popular with a number of members but this does result in a fall of attendance at the main meetings of the VCV.

8. January GM

GD said the Speaker is booked for the January GM. His subject will be Jewellery and Gemstones. NP and DC reported that the audio/projector are set up and ready to go. **RF** will ascertain if Ken Moulds our current organizer is still able to continue arranging the raffle this year.

9. Budget Outcomes. Dance and Party 2022

The Christmas Dance was a great success. The event ran at an overall surplus of £26.37. The Christmas Party was well attended despite the bad weather and much enjoyed. The final cost is approximately £560 and well under the £669 approved by the Committee.

10. Groups

The Garden Appreciation Group have confirmed they are doing refreshments at the January GM. The Table top/Games Group are looking for new members and asked for their activities to be publicized. It was agreed it would be very helpful to identify which Groups would benefit from publicity in the Newsletter and to obtain details to enable a short descriptive item to be prepared.

11. Events

DR said the trip to Milton Keynes on 30 November resulted in a small loss of £4. The next trip will be to the Royal Hospital Chelsea with a maximum of 40 people. The issue of costing forthcoming events in the current financial climate was discussed. KP said the current percentage guidelines within the financial guidelines for Events Organizers state that the coach component would be varied, depending on the total cost (coach plus venue). It was agreed that the guidelines will be amended to recommend +/- £100 in place of +/- 5%. RF reminded the committee that the aim for 2023 was to ensure that a number of events could be held at the lowest possible cost for members and to assist this a degree of loss could be accepted. The amended guidelines allowing for a shortfall of £100 help in this respect.

12. Newsletter and e-news

The VCV Newsletter for January was approved. The January e-news contains details of the Winter Wonderland Walk

13. Publicity

DC had previously circulated two potential VCV publicity posters. The Committee approved a poster depicting a Woodland Scene. **DC** will arrange to have the poster printed on A3 and **DD** will arrange for these to be shown on SSPC noticeboards.

14. Any Other Business

DD will check with new members to see if they want to receive copies of TAM as per the current approach to supplying this magazine. RF proposed that a Committee Member could be identified to

liaise with new members; as an alternative it was suggested this could be carried out by RUMs . RF said he would follow this up.GD said she will prepare more stickers for visitors to wear at the next GM. DC suggested that the VCV Facebook Page could be advertised in the Newsletter.