

Minutes of Committee Meeting

Held on 13 April 2023

Committee members present: Ron Fenn {RF} {Chair}, Julia Scott (JS) Vice Chair and Groups Coordinator, 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, Dick Downs (DD) Temporary Secretary and E-news editor, Lynda Maris {LM}, Minute Secretary, Rosemary Yates [{RY} Membership Secretary,

1. Apologies

Denise Rees {DR} Events Liaison, Lyn Brandrith {LB}.

2. Minutes of Last Meeting

The minutes of the March Meeting were approved

3. Matters Arising

RF said he was unable to access the online TAT Insurance Presentation on 28th March. KP attended but there was no feedback to the committee at this point in time. RF has drafted the annual report for the financial year 2023/24 and emphasised the need to have

comprehensive committee meeting minutes to refer to for this purpose.

4. Finance

RF said he **will** be meeting with Keith Manning VCV Financial Auditor in order to hand over the VCV accounts for examination. KP has explained to KM how the accounts are structured and the mechanisms we have in place.. KP stated that at the year end we had an approx £9k surplus in the General Account not including advance payments of the 2023/24 membership subscriptions. So far, the membership renewals and number of new members subscriptions has enabled us to keep the membership fee the same as last year..

5. Membership 2023/24

RY said she has received 355 membership renewals to date. There have been complaints about the availability of printed forms. Some people were unable to print out the forms they had received by email. They were advised to send in their details by email or letter. A number of members came to the last GM with their details written out on a piece of paper which caused some delay. Alternative payment options were discussed but it was agreed that our system of payment by cheque or BACs should continue until further notice.

6. New Members

RF emphasised the need for new members to be assimilated appropriately. It is vital for new members to be greeted upon arrival at each GM. Welcome letters to be prepared and handed to new members as soon as possible.

7. Committee Succession

RF said succession planning is a key issue. Anyone who might be interested in attending a CM to see what is involved should be encouraged to do so. He will stress the need to identify new committee members in his introduction talk at the GM and also in the April Newsletter **Action RF**. JS will also put this item on the agenda for discussion at the next Group Leaders coffee morning. **ACTION JS**

8. April GM

GD said our speaker will be Chris Truran who trained as a Scenes of Crimes Officer (SOCO) with the Metropolitan Police. He is now retired and will be talking about aspects of forensic and fingerprint evidence used in crime investigations. Teas and Coffees will be provided by the Ballroom Dancing Group. 10 copies of the Newsletter will be printed for collection. **Action NP**

9. Coronation Celebration at May GM

DC circulated the flags and bunting he has purchased for the event. Floral displays will be produced by the Flower Arranging Group and a figure of £60 was agreed for three arrangements. **Action JS**. Cakes will be purchased and a maximum of £150 was agreed. **Action JS/DR and LM**

10. Groups

JS said Ken Moles will no longer be running the Chess Group. She will contact other members on Beacon to see if anyone can be identified to take over. Bob Gettleson is taking over the London Walking Group from Bronwyn Hewer. New Leaders for the Thai Chi Group and the Garden Appreciation Group still need to be identified.

11. Events

11.1 Day Trips. A trip to the **National Memorial Arboretum** is scheduled for Tuesday 17th October. Tickets will be on sale in July. 72 people are on the interest list. The committee recommended that as it will be a long journey a timetable should be prepared for members to consider before committing to the trip.

11.2 Theatre Trips. A trip to see **La Cage Aux Folies** at the Open-Air Theatre in Regents Park is proposed for August 31st. Price to be confirmed.

12. Newsletter and e-news

12.1 TP presented the April Newsletter in draft. This was agreed. TP said she is unable to attend future Committee Meetings due to conflicting diary dates. In future she will circulate the Draft Newsletters by e-mail for the Committee to consider. This was agreed. The committee expressed confidence in TP as the editor. **Action TP**

12.2 DD said he was concerned that he does not receive enough copy for e-news. E-news was set up during lockdown and it was agreed that this acts as a helpful reminder for forthcoming events and activities. DD will produce E-news in April and he will do so after he returns in June/July when the issue can be discussed again. **Action DD**.

13. Cluster Group

RF said a U3A Cluster Group has been reactivated locally. He will attend the first meeting on 24th April and will report back to the Committee with regard to the purpose of the group, and discussions held. **Action RF**.

14. TAT Items

14.1 RF gave feedback from the latest TAT correspondence regarding the changes to the Board and the creation of a Council beneath it.

14.2. DD produced the TAM Statement 2022/2023. The total number of TAM sent was 707. The amount due is £212.39.

15. AOB

DC referred to an email sent from the Beacon Team which he had previously circulated to the Committee for discussion. The Members Portal access has been updated. This allows Members to renew their membership, view/join/leave groups or view the calendar. The Committee agreed that no further action will be taken at present with regard to cascading these links to all members, but the matter will be kept under review. KP said he will not be at the May or July CM. GD and NP said they will not be at the June GM. DC said he would attend to the audio/visual equipment on that day.