

Minutes of VCV Committee meeting.

Held on 10th August 2023

Meeting Chaired by:: Nick Photi [NP] Vice Chair and General Meeting Manager.,.

Others present: Ken Pragnell [KP] Treasurer David Collins [DC] Webmaster, IT and Publicity, Denise Rees [DR] Events liaison, Gill Davies [GD] Speaker Coordinator, Lyn Brandrith [LB], Lynda Maris, Minute Secretary

1.Apologies. Ron Fenn [RF] Chair Julia Scott [JS] Vice Chair and Groups Coordinator, Dick Downs [DD]Temporary Secretary and E-news editor, Rosemary Yates [RY] Membership Secretary, Bob Gettleson [BG]

2.Acceptance of the July CM minutes.

Approved.

3. Matters arising

KP asked for clarification regarding Item 6 in the minutes which reads: "*RF will be making a payment to MF to cover copyright for admin and two sets of ticket printing*"
NP will clarify with RF.

4. Membership 2023/24

There have been two new members. DC has forwarded a Link to access the New Members Brochure on the U3A Website to JS. All new members should be informed of this Link and will also receive a copy of the Groups Directory. **Action JS.** NP emphasized the importance of making new members feel welcome on arrival at the GM.

5. Finance

KP referred to the first quarterly forecast for the 2023/24 year which he had previously circulated to the Committee. We currently have £12,124 in the general fund, which he forecasted will reduce to just under £8,900 by the end of March. On the events front, transactions have been in line with the event approval figures, with some events going ahead with numbers towards the minimum (ten small losses).

6. Groups

LB presented a report prepared by JS. (i) The Keep Fit Group will close this month. (ii) RH has asked if a new Group Leader can be found for Walking Group 3. (iii) JS has booked the Orton Hall on 19th September for a Group Leaders Coffee morning. The meeting will start at 10.00 and members of the Committee are invited to come along to answer any questions and to say thank you to everyone. This is important because we have had quite a few groups folding this year. (iv) It was proposed that one or two Group Leaders could make a short presentation regarding their group activities at the beginning of each GM. **NP to discuss with JS.**

7. Events

7.1 DR said tickets for the visit to the National Memorial Arboretum on 17th October went on sale at the July GM. So far only 23 tickets have been sold.

7.2 DR said a misunderstanding arose regarding the size of coach required for the Winchester Trip. Barnetts quoted for a 35-seater coach which was unfortunately missed when we accepted, The original approved ticket price was £26 based on 42/55 seats. The position is that the price of the coach has increased from £740 to £820. Taking the increased coach cost into account a revised ticket price is proposed of £27.50. An approval form has been circulated and tickets will go on sale at the August GM.

7.3. Barbara Croom (BC) has arranged a morning meeting at Burston's Nurseries on 18th August where proposals for Day Trips next year can be discussed.

8 Committee Succession.

RF circulated an email on 27 July for discussion by the Committee. RF is prepared to cover the role of chairman until such time as a member of the Committee takes up the post. Such a co-option would have to meet the approval of the Committee plus the standards set for Trustees as determined by the Charity Commission. An emergency motion would need to be submitted by Committee Members (other than RF) and sent out with the pre-AGM papers. It will also be necessary to receive TAT approval. In making this proposal RF's approach would be to involve the DC's, Secretary and Committee more.

RF's proposals were welcomed. Following any resolution of this issue, it was agreed that RF must be well supported until a new Chairman is identified. KP will clarify with RF particular areas such as TAT where assistance can be given by Committee Members, The procedures to be followed at the AGM and subsequent TAT approval were duly noted.

9. VCV Annual Report

The Annual; Report of the Executive Committee 1st April 2022 to 31st March 2023 was previously circulated to the Committee by RF on 9 July 2023. KM has examined the accounts and the Report will now be going to the Charity Commission. A copy has been displayed on the VCV notice board. This will be part of the documentation for the October AGM and will eventually be filed in the VCV Dropbox together with all the relevant AGM records.

10. August General Meeting (GM)

NP said he will not be at the August GM. Committee Members were asked to arrive early to assist with setting up. NP will draw up a table plan TD will deal with audio equipment in NP's absence. GD and DR will be acting as fire stewards. The Speaker is booked and will be talking about Medical Dogs. LB will collect the Newsletters from the printers. Walking Group 3 will do teas and coffees.

11. October AGM

A forward notice of the AGM in October will appear in the August Newsletter. This will be sent to the members by email or post as appropriate. LB is away for the receipt of nominations which is why RF's name has been shown.

12. VCV Dance

The Committee noted the initial costing previously circulated by RF on 24 July which indicated a viable ticket price of £16. KP asked for an approval form to be prepared clearly showing the minimum number of tickets required to be sold before the event can proceed. **Action RF.** Expiry dates on our soft drinks to be checked. **Action LM/DR**

13. August Newsletter

The August Newsletter previously circulated by TP was approved.

14. Any Other Business

TAM. The Committee spoke about DD's email on 9 August and were so sorry to hear about his health issues. They acknowledged his tireless work on behalf of U3A and will wait to hear what assistance can be given to him with regard to TAM.