

**WARWICK DISTRICT U3A**  
**Minutes of Management Committee held on**  
**12 February 2019 at The Moorings**

**Present:** Chris Forse (Chair); Sharon Hancock; Margot O’Keeffe; Ann Bailey; Margaret Coggins; Mike Cronin; Richard Piggott; Sue Sheen; Sam Sexton; John Wilks; Gisele Kirby

The Chair welcomed Margot O’Keeffe who had agreed to take on the post of Chair after the AGM.

1. **Apologies:** Mary Holden
2. **Minutes of the previous meeting** were approved and signed by the Chair, with the following corrections:
  - Item 6 – Chairman’s Report:* on the first and last points to read **18** January instead of 22 January.
  - Item 7 – Calendar for 2019, Day Trips:* to read Wrest Park English **Heritage** and to correct the spelling of Eglantyne.
3. **Matters arising from Minutes:**
  - CF confirmed that he will be attending the West Midlands Regional Network meeting on 20 February to represent Brian Tillyer.
  - CF will write to the District Council to complain about the inefficient management of bookings and invoicing by the Spa Centre. However, at the preliminary visit to the Centre for the AGM logistics, the staff had been efficient.
  - As no details had been received on the ‘Keeping Vibrancy in your U3A’ conference on 26 March, Warwick District will not be represented.
4. **AOB:** Citizen Advice South Warwickshire (AB)
5. **Open Meetings (CF):** Sue Roy had confirmed that the June OM’s theme will be ‘Waste’ and not Recycling. CF proposed to invite Sue to a future Management Committee meeting for a review of the forthcoming programme of speakers.
6. **Chairman’s Report (CF):**
  - *Mailing of TAM:* It was proposed and agreed not to recalculate the membership fee as a result of the minimal increase in the postage of TAM. MCr would assess, when preparing the budget for 2019/20, whether there would be a need to recalculate the membership fee. At the AGM, he will inform members that the membership fee will not be increased, and ask for the members’ permission for a future increase should there be a need.
  - *Trustees’ roles:* It was confirmed that according to the Constitution the four Officers (Chair, Vice Chair, Secretary and Treasurer) are re-elected every year and Committee members every two years. At the AGM, the membership’s vote will be sought en bloc for the new nomination for the position of Chair (Margot O’Keeffe) and the re-election of the other three officers as well as of the remaining Committee members.

- It was agreed that Chris Forse would be co-opted on the Committee after the AGM and take on the responsibility for organising educational events.

## 7. Calendar for 2019:

- The Management Committee Lunch on 17 January had been a “happy occasion”.
- Programme for excursions and visits as proposed by Maggie Watts:
  - o *The Coffin Works* (15 February): 46 members had confirmed.
  - o *The Magic Flute* (7 March): There were still places remaining which had to be confirmed by 14 February. To be mentioned at the AGM.
  - o *Lichfield* (29 April): The cost of £20 per head included transport and a 90-minute guided tour of the city.
  - o *Eglantyne* (11 May) - the Save the Children event at Stratford had not received any interest so far, but the Committee decided to continue publicity to promote the event to the U3A membership.
  - o *Highgrove Gardens* (5 June): The originally indicated cost of £82 had been miscalculated. The fee will be £57 and will include a 2-hour guided tour of the Gardens, followed by lunch.
  - o Awaiting the new programme for the *Gilbert & Sullivan season* in Malvern to take place in September.
  - o The visit to the *Wrest Park* English Heritage site was planned possibly for October.
  - o The trip to *Edinburgh* in August will not take place as MW could not get a good deal.
  - o An outing to a musical in London was planned for November but not yet confirmed whether it would be ‘*Waitress*’.
- *AGM* (13 February): On basis of the practical and technical arrangements agreed at the pre-visit to the Spa Centre by CF and his wife, SSE, and MOK on 6 February, discussions focused on the logistics for the reception and enrolment of attending members, the running of the AGM, and the arrangements made for Lady Hamilton’s arrival and her presentation on the ‘Warwickshire Scandal’ after the AGM.
- *Proposal for an Education Day on Economics*: CF referred to the note he had circulated prior to the meeting and asked for the Committee’s views on whether a morning focusing on the theme of Economics would be of interest to the membership. He had attended a meeting on ‘Positive Money’ and had discussed the idea with John Grant, who had presented an introduction to Economics at a previous Education Day. The aim would be to educate members to challenge a few simple myths about Economics, among these would be ‘money and how it is created’, with an emphasis on QA addressed to a panel consisting of Roland Straub, who would be the keynote speaker, John Grant and CF - all three Economics educators. The Committee members were enthusiastic and it was agreed to aim for a morning in early June, preferably held at Dormer Place if possible. CF to contact the speaker and John Grant to agree on a date and programme outline.

## 8. Treasurer’s Report (MCR):

- Current Financial position (as at 10 February):
  - Activities Account: £ 3,745.67
  - General Account: £ 6,902.73
  - Deposit Account £11,443.53

- *Activities Account*: Invoices for recent trips had been paid, but some receipts were still to be received. The Badminton Group Leader had agreed for the group members to pay directly into the Warwick District U3A Account.
- *General Account*: The Copyright Licence had been paid till July 2019.
- The procedures of opening an account with Unity Trust Bank were continuing as details of signatories were required, and which would have to wait the outcome of the AGM. The change to the new bank was not outlined in the AGM report which only covered the 2018 period.

#### **9. Group Information (JW):**

The Natural History Group had asked whether they could organise a joint event with the Natural History Society. It would have been acceptable as the Society had their own Public Liability Insurance, but it was announced that the project was no longer taking place.

#### **10. Social Prescribing (SSE):**

It had been proposed to leave copies of the Warwick District U3A publicity leaflet at libraries, doctor surgeries, etc. However, the question was raised of whether the Kenilworth U3A would agree to the Warwick District leaflets being left at its local amenities. It was therefore agreed that distribution should be limited to Warwick and Leamington.

#### **11. Membership:** 1,064 members.

#### **12. ITWP Report (SSE):**

- Peter Blackledge will join the ITWP team and will assist Derek with the database and MailChimp.
- The notice to renew the Copyright Licence had eventually been received from TAT and renewed. Sam had taken up the lack of communication with TAT.
- Sam had drawn up a spreadsheet, uploaded to OneDrive, to keep track of the existing licences.
- Mary will base her new-member welcome sheet on the former flier which had been produced in 2013. In Mary's absence, comments on the draft leaflet should be addressed to Sam.
- Sam had updated the existing Compliments Slip.
- He asked members to let him have their comments, if any, on the updated Protocols and Procedures document he had recently circulated.
- Kate had completed the clean-up of the website and will be reviewing the photos on the site in the coming weeks. CF will write to Kate to thank her for her work in updating the website.
- Derek was acting as Membership Secretary until Mary's return on 13 March. He had her laptop and the Roger hearing aid system.

#### **13. TAT Correspondence (SMS):**

Sue had received a TAT survey asking for suggestions towards offering a better service. Due to the short deadline, she had not consulted on her reply.

**14. AOB (AB):**

Ann had received a mail from CASW (Citizen Advice South Warwickshire) indicating that they would be interested in partnering with U3A for a new project which will start in April, when Local Citizens Advice across the country will be supporting its clients with claims for Universal Credit. They were therefore looking for volunteers who would help their clients to make the initial claim on the website. Volunteers would receive relevant training. It was proposed to publicise the request in INFO. Ann will inform them of the Committee's proposal.

**15. Date for next Meeting:** Tuesday, 12 March at 2.15 at The Moorings.

The meeting closed at 3.43

*Circulation: Management Committee Members; Brian Tillyer; Website*

*MC/February 2019/gk/ 19.2.19*