

Witham and District (Essex) u3a
Minutes of the Committee meeting held Friday 5th January 2024
At The URC Witham

PRESENT: Ray Hardisty, Alan Stevens, Jane Barton, Anne Charles, Pam Fearnley, Jacqueline Gascoigne, Hazel Lawrence and Dawn Wilding.

APOLOGIES: Margaret Bassett and Pauline Tyson.

1. Our Chairman Ray Hardisty welcomed us to the meeting.
2. Apologies – see above
3. Jacqueline Gascoigne was then co-opted on to the Committee as our new Secretary. Agreed by all and thanked for saving the Witham u3a.
4. The Minutes of the November Committee meeting had been e mailed out to all Committee members. All agreed ok.
5. Matters to deal with not dealt with elsewhere – Projector. Photography has it but Jane will keep an eye on things for when it is needed at the hall.
6. Points to note from the 2023 AGM
 - a. Trips and Outings – There is no one to cover this now so it was decided to let the members book their own trips. Hazel will get booking forms from the Town Hall to bring to the meeting.
 - b. 2025 Programme Secretary – Jane has offered to continue to do this.
 - c. There is one vacancy on the Committee at present. Attendance record of Pauline to be checked ahead of the March meeting.
 - d. Action on Sound System – The football sound system is not good especially for the hard of hearing. They said they would improve it but have done nothing so far. It was agreed that a letter would be sent to them.
7. Booking for PAT Testing – It was agreed that the gentleman who does it would be booked to do it at the January meeting.
8. Reports from Post Holders
 - a. Chair – Ray the Chairman would be keeping in touch with the new Secretary Jacqueline
 - b. Vice-Chair – Alan just let the Secretary know that he will take over if Ray is not available.
 - c. Treasurer – The Committee had been given a copy of the accounts which Dawn went through as follows.

Bal. C/F £5648.92 with Membership £96.00 and Return of cash re Calendars of £143.14 paid into the account and Accountants £432.00, Hire of Hall £180.00, Speakers £100.00, Postage £8.15 and Teas £9.70 paid out of the account with a balance as at 5th January 2024 of £5158.21. It was agreed that Pam and Jacqueline would be added to the Bank Mandate and Judith Biddle to be taken off.

- d. Secretary - PDF copy of the minutes to be sent to Alan to put on the Website. Jacqueline will delete Ann from the Charity Commission and put herself on together with Margaret.
 - e. Membership Secretary – 57 Members have been processed so far for this year but waiting for the booklets to be able to send out the membership Cards.
 - f. Groups Co-ordinator – Jane advised us that we had lost one Family History Group but another is still going with some vacancies and Alan said no one has come forward to take over the History Group. All pictures to be sent to Jane who will put them on Facebook.
 - g. Programme Secretary – Jane to start 2025 sometime.
 - h. Publicity & Newsletter – Ray said he will get out a bulletin before the January meeting together with a list of Speakers for the year.
 - i. Website Manager – Alan said we are waiting to go on the new system from site builder to site works which is word press but this will not be very soon.
 - j. Essex Network – There are changes nationally. The u3a agreed the Essex Network would be a separate body
9. Any other Business - The Laptop is with Sheena and Jane will see Sheena about it.

Margaret is now Margaret Bassett so her name needs to be changed where necessary.

Dates for Committee Meetings during the year are every other 1st Friday of the month with the next one Friday 1st March 2024

Meeting closed.

Next meeting at URC at 2pm is 1st March 2024