

Minutes January 6th 2023
Saltash u3a Committee

Present: Amanda Smith, Gill Higgins, Barry Olver, Angie Fisher, Rose Olver, Lesley Brunskill, Marilyn Read, Jason Lamb, Jennifer Gegg and Marcia Alexander observer.

Apologies: None

Minutes of December 2nd 2022 were agreed and signed, proposed Gill Higgins, seconded Lesley Brunskill. Under Group Leader it should read Amanda to introduce Lesley to Group Leaders.

Action Points:

1. Date for Committee Christmas lunch still not decided
2. Christmas Social. Amanda said that approximately 110 members attended the event which is more than those who usually attend the monthly meeting. There was a lot of extra food left over. After much discussion it was suggested by Amanda that free tickets could be issued to those who wanted to attend the event so the catering could be more targeted. These tickets would be announced at the September meeting for collection by the members and also at the October and November meetings. Gill volunteered to produce the tickets. This should give us a better idea as to the expected numbers.
3. Hopper bus. Amanda said that for the next 3 months the Hopper bus had been booked without any problems. It was agreed to wait and see how things progressed.
4. Raffle tickets. It was decided to advertise 2 raffle tickets for a £. Hopefully this will increase sales.
5. Jennifer informed the Committee that a new University contact had been made, Dr Poorna Gunasekera. Plymouth has sent an email to their members about interest in University events and has now set up a group on the beacon system to disseminate information to those who expressed interest. A check was to be made by the university as to the response by their staff to the pilot sent to inform them of the u3a partnership. This information will not be available until the New Year. Amanda thought the beacon group was a good idea and Saltash should follow this approach.
6. Co-op Promotion. Lesley was to follow this up.

Chair:

1. All About was well received and Amanda thanked Angie for her work on the first edition. Following discussions with Mike Corber perhaps consideration be given to produce All About twice a year. The membership team will identify those with no email access.
2. As the Saltash u3a calendar has been changed by moving the AGM to October following a discussion it was suggested that the Committee review the number of new members next May and then decide whether a new members coffee morning was appropriate. The last one was held in November.
3. Cornwall Glass. Amanda said that the £1,000 had to be spent before May 27th. She had proposed that to celebrate the King's coronation we should

have a boat trip from Dartmouth. We would require 2 large coaches seating 66 people each. This would cost £800 and plus the cost of the boat hire. This would mean the members would have to pay the difference in the cost. She requested we set up a steering group. Lesley, Marilyn and Jennifer volunteered.

4. Key holders. Key to Shado Centre Amanda. Key to the Wesley Church Amanda and Barry, Letterbox at no 4 Barry & Roger Fursier. This needs to be changed.
5. May Fair. Jennifer to find out if the date has been changed so as not to clash with the coronation.
6. Charity Return was returned after being updated as our total annual income was over £25,000. Previously estimated at under £ 25,000.
7. Bryan Short had emailed to say he was available as a speaker. Marilyn/ Gill had it in hand
8. Membership Secretary informed us there were 256 current members & 1 pending

Webmaster:

Handover of the Webmaster role:

1. Beacon handover complete. Jason has Admin access & Angie has normal Committee level access. The formal transfer of the Administrator role has been accepted by the Beacon support team.
2. Fasthosts is now Jason's responsibility and emails from this web account have Jason's signature. Angie is using the cm1 email account.
3. Angie & Jason both have access to manage email accounts.
4. Website:
 - a. The handover of the website is ongoing & Angie is still the primary administrator of the website.
 - b. Fasthosts require a contact outside of the Saltash domain and so this will change from Angie's personal email address to Jason's.
 - c. They hope to finish the handover by the end of January.
5. Angie suggested Andrew looks at Jennifer's printer to allow her to print off the laptop.
6. All About magazine. Angie met with Mike Corber before Christmas, but they were unable to set up a template as Mike's MS office is out of date. They also discussed some features in MS Word as he has limited experience with them. They will meet again soon.

Secretary:

1. Still having issues with the laptop. Jennifer thanked Angie for her help.
2. In the December newsletter from the Trust at the bottom of the page there are contact details for Committee members to log into sites which may be useful.
3. Whilst reading on the National website the Secretary had seen a potential for some funding. She will look into this with the possibility that we could replace our lap tops.
4. **Groups Coordinator:**

Lesley had contacted Group Leaders for suggestions, some are listed here:
Group Leaders (GL) should review their groups annually
Each Group should have a deputy
Holiday backup when Group Co-ordinator is away

Technical training for members & GLs
GL's need to meet regularly
We could advertise groups outside of the u3a, eg.in shops
Have a GL's table at monthly meetings so members can talk to them

Treasurer:

1. Correspondence: Standard form of Licence & Booking form from Wesley Church re members of social groups.
2. Barclays: Requesting we update our organisations details.
3. 3rd Age Matters magazine has increased the price from £3.35 to £3.60 costing us an additional £54.75 a year for 5 issues of the magazine per year (219copies).
4. 3rd Age Trust Half Yearly Finance report received.
5. Performance against Budget-expenditure Mention of grants??
6. Link to 3rd Age Trust-Public Liability Insurance Cover Note received.
7. Treasurers report:
 - a. We should monitor over the next few months the impact of the increase in the Wesley fees on our finances. Should we look at an alternative venue?
 - b. Our Fasthosts account is due and £264 has been transferred to our Pay Pal account
 - c. Jason Lamb is to become a signatory for our bank accounts. Roger to continue until this is completed
8. Accounts:
 - Current Account £9615.03
 - Social Account £608.20
 - External Funding Account £3764.46
 - Reserve account £1000.00
9. Someone will have to take the key for the PO box in the Community Enterprise Shop from Roger.
10. Roger F has sold the laser scanner for £150
11. Robert Bryant is an amateur paranormal investigator & he is interested in giving a talk-church permitting.

Speakers Secretary:

1. February speaker is ill but Marilyn has found an alternate one, Tony Smith of the Commonwealth War Grave Commission to fill in.
2. 'Devon County Land Girls' speaker is requesting a cheque for £50 & £45 for expenses.
3. Handover from Gill to Marilyn is not yet complete. Marilyn does not have access to Fasthosts.
4. Amanda thanked Gill for arranging speakers in the past.
5. Marilyn said the correct name for her group is the Writing Group not Creative Writing. Angie will change the name on the website.

Publicity:

No report.

Summary of action Points:

1. Cornwall Glass, Amanda to start arranging the coronation boat trip.
2. Lesley to check venues for the GL's coffee morning & for the tech sessions
3. University update Jennifer
4. Date of May Fair Jennifer
5. The date for the u3a Trusts celebration week Jennifer
6. New holder of 2nd key to the Community Enterprise shop post box - Barry
7. Possibility of grant from the u3a Trust for upgrading laptops.

Next meeting Friday February 3rd 2pm in the Shado Centre.