Saltash u3a Executive Committee Minutes 01.09.2023

Present: Amanda Smith (Chair), Gill Higgins (Vice Chair), Jennifer Gegg (Secretary), Barry Olver (Treasurer), Rose Olver (Membership), Jason Lamb (Webmaster), Marilyn Read (Speakers), Lesley Brunskill (Groups), Peter Payne-Hanlon (Shadow Treasurer), Sue Pym (Minutes).

Apologies: All present.

Minutes: The minutes from 07.07.23 were agreed, proposed by Barry, seconded by Jennifer. Also agreed were the minutes from 04.08.23 which were proposed by Gill and seconded by Peter.

Chair: 1. Lottery Funding Bid - We have received acknowledgement that the new form has been received Ref: 20250846. There will now be a 16 week wait as our application must go to the back of the queue despite the delay being no fault of ours. New rules now in place allow applications to cover a two-year period but this means coming off the present list and starting afresh. All agreed to leave our application as is. **2. Constitution changes** - TAT have replied to the Committee's proposed amendments to our Constitution which were agreed at the previous meeting on 4th August. A lengthy discussion followed and it was agreed that we would adopt their suggestion that the Deputy Treasurer role should not be an Honorary Officer role but we would retain our proposal to extend an Officer's term of office to nine years following the example given in the u3a model constitution Clause 16 Officers and Trustees. The Secretary who had been unable to attend that meeting expressed her disappointment that the Chair had not informed her of the proposal to change certain parts of the Constitution or included her in the discussions. She also felt that the Committee should have had an indication that this was being proposed and these changes circulated to them before the 4th August meeting so that they would have had a chance to think about them beforehand. A vote was then taken: 9 in favour with 1 abstention, so the proposals were accepted. *Action: Amanda to email membership and inform them of this decision explaining why this has been necessary. Members will then receive a copy of the revised Constitution in time to comply with the 28 day notice period required before a vote is taken at the AGM in November. **3. Publicity -** The 'Cramleigh' advert now appears near the front of the September issue. It was decided not to go ahead with the' St German's Post'. Showcase posters have been printed. **4. Notice boards -** Group leaders have been notified of the need to keep the notice boards up to date and tidy. **5.' All About' -** It was agreed that there should be a limit on length of articles: 200 words for the chair and 300 words + photos for Group Leaders. **6. Chairs' forum -** Amanda recently participated in a Zoom forum attended by 112 Chairs from across the UK which was well run and informative. Subjects discussed included (i) the drive by TAT to increase membership from 400,000 to 500,000 where the consensus of the meeting was that this should evolve organically; (ii) the management of the u3a; (iii) PR and publicity where concern was raised over the large number of staff in this role at TAT. These meetings will now be held monthly.

__Vice Chair:__ **Barn dance** -This will be held at the BCC on 21.10.23 from 6:30 – 10:30 pm. 70 tickets required to be sold to break even and to date there are 6 paid, 43 unpaid definitely coming and 18 maybes. * Action: Amanda to email members reminding them before the September meeting when payment is required.

__Secretary - Correspondence and Business__: 1. Tamar Valley Network meeting - Jennifer received acknowledgement of her letter stating that no one would be attending from our u3a but was asked to further explain why. **2. Mail received - (i) u3a Week -** This will run from 16-24th September during which TAT is offering a discount on the purchase of TAT merchandise. Amanda confirmed that we are not putting on any extra activities that week but our Showcase the following month will suffice to advertise our u3a. **(ii) Commissioner for Older People and Ageing -** Jennifer has received a questionnaire from TAT regarding our thoughts on whether the u3a should lobby the government for this. We agreed that with the ageing population this would be beneficial. *Action: Jennifer to complete and return the form. **(iii) TAT Zoom meetings -** There are several planned Zoom meetings covering a variety of subjects. Jennifer has booked herself a place on 'Committee conduct and advice from TAT'. **(iv) Jazz orchestra -**The u3a is starting up a jazz orchestra, info to be passed to Mick Wilson Group Leader of the Strummers and Warblers as he may be interested. *Action: Jennifer. **(v) Click & Collect -** Members to be reminded that they can go onto the TAT website and sign up for discounts at various stores. *Action: Jennifer.

__Treasurer__: 1. Annual accounts - These have been submitted for audit. Our current Auditor is retiring soon so a new auditor will need to be found for next year. *Action Barry/Peter. There is a deficit this year and ways of reducing this were discussed such as compulsory charges for refreshments, increase in raffle ticket price, and change of venue for monthly meeting but as the membership fee has not been increased for 14 years but costs have risen considerably, it was proposed that we increase the annual subscription to £22.50 as from September 2024, an increase of £5 per head. *Action: Barry to put this forward to members at the AGM in November. **2. Accounts -** Current £5703; Social £1185; External Funding £1804 and Business Premium £1001. **3. PAT testing -** The repair café electrician has completed the testing for a fee of £30. **4. Guy's Coffee Morning -** This was considered a success, attended by the 3 male committee members and 11 members. One issue raised was lack of information regarding groups offered despite notice boards, website and 'All About' content. Many did not attend the monthly meetings and were unaware that the Group Co-ordinator was usually present to answer queries. A second meeting will be held on 29th September at 1130 in the Shado centre. *Action: Amanda to email male members. **5. 'All About' -** Barry and Rose had hand delivered 6 and posted 2 copies. **6. Waterside Flower Boat plaque -** It was agreed that the flower boat was in disrepair and in the absence of an organisation to maintain it, we could no longer be associated with it. *Action: Barry to remove the plaque. (NB later in the evening after the meeting Sue concerned that our u3a doesn't own the plaque suggested she try once more to track down a contact and Amanda and Barry agreed to put the plaque removal on hold for the time being.)

<u>**Groups**</u>: **1. Showcase -** The Mayor has yet to reply to his invitation. Should he accept, Sue and Jason will share the responsibility of escorting him around. Lesley has produced a new format for groups. Music Groups will be in the Foyer along with the Guy's Coffee Morning Group. Information Leaflets explaining about the Showcase and what our u3a has to offer will be available for prospective new members. A second form will be available for current members who do not currently belong to any group, asking for their comments. The Church will host Photography, Writing, iPadders and groups of a similar ilk whilst the more interactive groups such as Table Tennis and Social Games will be positioned in the Hall. Banners will be displayed outside the Church. **2. New Art & History groups -** Lesley reported that the preliminary setting up sessions were well attended, 15 attendees for art and 18 for history. Art will be held on a Friday twice monthly and History monthly on a Thursday, but venues have yet to be agreed.

<u>**Webmaster**</u>: **1. New Publishing Software -** purchase on hold until outcome of Lottery Funding bid known. **2. 'All About' download -** now on our website. **3. Website anomalies -** Rectified.

<u>**Membership**</u>: **1. 2023-24 Membership cards** -These have now been printed and will be available at the September meeting. Rose asked for additional help to deal with distribution. Sue offered to deal with those members who have paid by standing order and it was suggested that Ann Kelly may be able to assist Rose and Anne Stokes may be able to provide extra help with the raffle. *Action: Amanda to approach both ladies.

<u>**Speakers**</u>: **1. 2023-24 Speakers -** The majority of the year's speakers have now been confirmed and names and title of talk have been printed on the new membership cards. **2. September speaker -** Lynne and Tony Marsh will be talking about running the Waterside Ashtorre Centre. They require two microphones but will bring their own boards. **3. Problem Microphone -** It was agreed that the difficulty encountered at the last meeting was unfortunate. New batteries had been installed but it transpires that they were out of date. **4. Community slot for September -** Amanda has confirmed that a bank manager will attend and offer advice on avoiding fraud.

<u>**AOB**</u>: **1. Ukelele Group concerts -** the recent attendance of the group at two local organisations resulted in donations totalling £100 which have been passed to Rose to cover the cost of the new music stand covers which she had made. **2. Job roles -** the task of rewriting these in a generic format is almost complete. Amanda passed around the completed ones for approval. In due course all Officers will receive a copy for their own files. *Action: Amanda.

<u>**Next Meeting**</u>: Friday 6th October 2pm Shado Centre.

<u>**Approved**</u>: <u>**Date**</u>: