

Minutes of a meeting of Great Glen U3A Committee held on 1<sup>st</sup> October 2019

**Present:** Robert and Patricia Mansfield, Janet Fanko, Roger Edwards, Rachael Snashall, John Johnson, Bill Maxted, Stella Orbell and Lynda Williams.

**The Minutes of the Meeting held on 6.08.19** were agreed as a true record. The actions listed had been taken, **except John needs to take actions for listed Groups**. Parish Council had advised redevelopment of Village Hall and Sports Hall might start September 2020.

**October Monthly Meeting.** Speaker had advised she was bringing all equipment needed. **Rachael to bring mats. Patricia to ask Toni Smith to bring laptop and projector as backup.** Monday Book Group to provide catering.

**Finance / Insurance Matters.**

£9,000 in the bank approx. before payment of rents (c.£1,000).

Roger still awaiting advice from TAT whether we need to arrange special event insurance cover for Open Day, trips etc. **Roger to provide key questions for Robert to ask at forthcoming Network workshop on Trips.**

**Correspondence.** Key points from National Newsletter: additional subject advisors appointed; members keeping U3A cash at home overnight are covered by insurance for 'a few days'; contactless card payments becoming more common.

Plans for National U3A Day on 3<sup>rd</sup> June 2020 - **Stella to watch for details of resource pack and report.**

Charity Commission likely to require Accessibility and Equality policies to have been adopted by April 2020. **Robert and Roger to prepare and submit drafts to Committee.**

**Membership Matters.** 380 members (16 new since Open Day). 50 pay reduced subscriptions. 80 declining the TAM.

**Beacon:** Beacon 2, an enhanced version of current system, not available until April 2020. Potential benefits and drawbacks discussed. **Janet, Roger, Lynda and Bill to produce joint recommendation for next meeting, plus advice from Roger on how to fund if we proceed.** Note that an independent System Administrator would be needed.

**Gift Aid.** **Bill to place reminder about missing registers at mid-year in Newsletter and to advise Committee of any defaulters at next meeting.**

**Group Co-ordinator's Report.** Astronomy Group had folded, apparently because sessions were too advanced. **John to take appropriate action re return of telescope.**

**Robert to review draft Risk Assessment form and report to next meeting.**

John had been approached by Kibworth U3A re taking up vacant places at GGU3A Swimming Group sessions. Concluded that the number of assured vacancies was probably small, and that any Kibworth member wishing to take one would need also to join GGU3A. A waiting list might need to be operated.

Ukulele Group: request for A-frame (c.£35) approved, on basis that this will be a GGU3A asset. Roger to contact Alan Mawby re security marking of this item and the recently purchased microphones.

Suggestions for New Groups: Signage (depending whether a volunteer leader could be found) and Computing for Beginners. Robert to progress as appropriate via Learn Something New.

**Open Day: Review and Learning Points.** Three-venue format considered successful in light of good recruitment. Given uncertainty of availability of venues next year, Robert to explore feasibility of booking rooms for 3 June 2020. Otherwise proceed with original plan: October 2020. Suggested that consideration also be given to holding separate Open Events for sporting and sedentary pursuits, as this might increase exposure and reduce pressure on available venues.

**Attendance at Monthly Meetings: Evidence and next Steps.** Further evidence from Bill of three-year decline in attendances at monthly meetings. Roger to organise on-line survey and paper-based survey for administration in Group sessions.

**New Members Meeting 8<sup>th</sup> November 2019.** Robert to send invitations to 42 new members who have joined in 2019. NB Numbers might require move to Church Hall. Hosting by Committee members only, Robert to advise in light of responses. Agenda to cover U3A background and context, self-help ethos, GGU3A activities and experiences of Lynda and Bill as recently joined Committee members plus new members questions and suggestions. Robert to update slide presentation. Hosting members to be present at 10.00 a.m. to set up for 10.30 start.

**Christmas Arrangements.** Rachael to pursue contact with St Cuthbert's School re participation of choir. Robert to contact John Gough re selection and provision of 'mood music' from 10.00 to 10.30. Ukulele Group to include songs in which audience will be invited to join; Robert to contact. Stella to provide to Robert list of members who have 'starred' in previous years, who may be invited to contribute again. Appeal for fresh talent to be included by Lynda in newsletter. Robert to approach Peter Russell re use of keyboard and carol session near Christmas.

Stella and Rachael to review and simplify list of catering items. There will be the usual tea and coffee on arrival, but no further drinks. Rachael to confirm coffee team. Admission will be by ticket only (£2 per head, members only) with proceeds to a dementia charity. Janet to

identify suitable national charity with local presence. Roger to arrange printing of tickets, for sale at November meeting. Lynda to include request for raffle prizes in newsletter.

**Visit to Houses of Parliament.** 25 expressions of interest to date, including a few non-members, suggesting a trip may be viable. No further action until political situation more stable - after next General Election?

**Network Matters.** Robert now a member of Network Committee.

Robert and Eric Orbell due to attend Network Workshops on 25 October 2019.

Robert and John to attend next meeting of the Network on 1 November 2019.

Query why GGU3A has never received a certificate of longevity.

**Newsletter.** Lynda checking requirements at Great Glen and Oadby libraries. 90 copies to be produced for October edition. Lynda to place copies also in Sports Hall. Janet to produce write-up for November edition on Julie Ede's talk.

**Next Meeting Tuesday 5<sup>th</sup> November 2019 at 2.15 p.m.**