

# Grange and District u3a

## Minutes of Committee Meeting

Held on Friday 12 July 2024 in the Council Chamber, Victoria Hall

	<b>ACTION</b>
<p><b>Present</b> Hilary Wade (Chair), Tricia Thomas (Vice-chair), Brian Loader (Groups Co-ordinator), Roger Handley, Janet Tabarandak, Ameer Tabarandak, Susan Jones (acting Secretary), Mick Love, Michael McCormick (Treasurer), Julia Nicholson, Margaret Brennand (taking minutes).</p>	
<p><b>1.No apologies</b></p>	
<p><b>2. Minutes of the previous meeting (held on 14 June 2024)</b> The minutes were accepted as a true record and signed by Hilary Wade.</p>	
<p><b>3. Matters Arising</b> <b>Outstanding Actions: Michael McCormick to re-send Susan a copy of the completed Audit and pay for Licence after current one expires in July.</b></p>	MM
<p><b>4. Membership Update</b> Susan Jones reported that current membership was 505 with 97% now on email. She also said that we no longer have to record whether someone is male or female.</p>	
<p><b>5. Finance</b> <u>a. Payments</u> - Michael McCormick reported that he had paid for the Advertising Banner (see also item 8). Newsletter paid so just the Licence payment to go through. Mick Love asked if the “profit” from the Liverpool trip - £220 – could be ringfenced for a future trip. <b>Committee agreed.</b></p>	
<p><u>b. Signatories</u> – Michael explained that arranging for Janet Tabarandak to become a signatory was proving very time-consuming and difficult. He had discovered that previous committee members were still on the list (now removed) and it wasn’t clear if Hilary had received the mandate forms. He added that Barclays had advised that the process could take weeks. <b>Action: Hilary Wade to check if she had received the forms</b></p>	HW
<p><u>c. query from Brian Loader</u> - £75 still showing in table tennis account but the money in the Wine Appreciation account is not showing on the system. <b>Action: Michael McCormick to check</b></p>	MM

## 6. Group Leaders/Coordinators

Brian Loader reported that he had emailed group leaders about checking that their members had paid their general subscriptions. He had also sent the Health and Safety guidelines. Roger Handley asked if the Group Leader's Handbook was still available. It may be that any new group leader since Covid does not have one. Mick Love said he did not have one. Susan Jones said that there were some spare copies.

Susan added that the contents of the Handbook are on the website but in different locations. Most group leaders prefer a hard copy so they have access to forms for accidents and incidents.

**Action: Brian Loader to email group leaders to check they each have a copy.**

BL

## 7. Local Explorers

Brian Loader had received a request from Liz Jackson (organising the trip to Levens Hall) for £35 as a fallback in case of a shortfall. After some discussion the Committee agreed to this request as a one-off.

**Action: Brian to inform Liz Jackson and ask her to invoice Michael**

BL

It was also noted that two of those attending the Levens trip are non-members. This should not affect u3a insurance cover as the liability for the visit is with Levens Hall. But it did raise the question of asking whether someone is a member when noting names for an event, particularly on a Local Explorers or Out and About trip as these are "open to all members" groups. It was **agreed** there should be a definite policy before making any announcements.

## 8. Advertising Banner

Janet reported that the final version had gone to Sun Signs and once they have payment they said it should just take a few days to produce the banner.

**Action: Janet to call company to check they have received payment.**

JT

## 9. Open Day, Methodist Church, feedback

Hilary reported that the Methodist Church organisers were very pleased with the u3a presence. We had a good spot just inside the door and the displays of photos looked very good and attracted a lot of interest. We can use the displays again at the Classic Cars event on 11 August. Hilary thanked all those involved.

Julia Nicholson asked if we had advertised our presence on the website and was there something in for the 11 August event?

**Action: Mick Love to send something to website editor.**

ML

## 10. Any Other Business

### a. June Speaker

Hilary said that she had received lots of positive feedback about the June speaker – Rob Martin. Michael McCormick said that he hadn't received any paperwork from the speaker about the donation. Michael suggested that the donation should be the standard £100. **Committee agreed.**

**Actions: Morag Hill to contact Rob Martin and Hilary to tell Morag about £100**

MH, HW

b. request from Andrew Musgrave

Andrew Musgrave sought approval to advertise a Grange Ramblers event on 4 September to the walking groups.

**Committee approved**

**Action: Hilary Wade to reply to Andrew Musgrave**

HW

c. Summary Report of Board Meeting 19 June

**Committee agreed** that Hilary should reply to questions about elections and vote on behalf of our u3a.

d. 25<sup>th</sup> Anniversary 2025

Brian Loader reminded everyone that next year is the 25<sup>th</sup> anniversary for our u3a and wondered if we should mark it in some way. Committee agreed that we should acknowledge this at a Tuesday meeting, probably September, with a cake. Perhaps invite Barbara Gurr (original member)? Perhaps have separate "celebration" for group leaders?

e. Alternative accommodation

Susan Jones mentioned that Ged Jones was keen to return to full duty but the stairs were a bit of an issue. It was suggested that we could use the room downstairs to left of main entrance.

**Action: Susan Jones to check on availability**

SJ

No further business. Meeting ended 12 noon

**Date of next Meeting**

Friday 9 August 2024 10.30am