

**Minutes of the North Walsham U3A Committee Meeting
Monday 20th January 2020**

1. Those Present: Steve Guratsky, Clive Irons, Peter Philips, Janet Barnard, Gill Moroney, Jayne Potter, Veronica Cooke
2. Apologies for Absence: Sonia Thomas
3. Minutes of the meeting dated 18th November 2019: these were signed as an accurate record.
Action: JP to ask ST to add these minutes to the website.
4. Matters Arising:

a) New Bank Mandate: new signatures were added after the meeting.

b) National U3A day 3/6/20: it was agreed that as Wednesday is half day closing it may not be beneficial to do anything in the town. It was agreed that a feature in the local papers would help raise the profile of U3A. The key messages of the article will be to 'avoid loneliness', increase sociability and circle of friends, keeping physically, mentally and socially active.

c) Insurance Agreement: we have public liability but not personal liability. Meetings in personal homes are not covered unless owners have taken out additional public liability cover on their home insurance. Amendments to the message to members were discussed.

Action: PP to send new wording to JP.

Health and safety and risk assessments will be discussed and advised to group leaders at a later stage.

Action: JP to add 'Use of Risk Assessments' to the agenda for the next meeting.

SG has had a reply from head office regarding the amendment to the constitution about associate members to the effect that there is no need to amend as additional explanations will need to be added. CI proposed, seconded by PP and agreed unanimously by the committee to revert to the original wording of the constitution.

Action: JP to advise ST to revert back to original wording of the constitution.

Update on website: the website builder team have advised that they have deactivated the old site without consultation so some members may not now be redirected. It was agreed not to ask the team to reinstate.

All other actions from the minutes were checked for action.

5. Finance Report:

There is £7383 in the bank.

Two major social activities have taken place; all the music groups met at Honing village hall and a Christmas meal was held at The Sea Marge. CI suggested that the amount of £57 that gets carried forward could be used for the social event in August.

Postage was discussed but is a necessary expense for those members without computers who do not attend the monthly meetings. The allowance for speakers fees may need to be increased and was discussed later in the meeting.

6. Secretary's Report: JP had nothing to report. The draft response regarding the local cluster was discussed. **Action:** SG will respond and also send the badge template to JP.

7. Membership Secretary's Report: 83 members attended the January meeting. Membership stands at 278 which is an increase of 11.

8. Group Coordinator's Report: insurance report has been discussed above.

9. Newsletter Report: December - 22 hard copies with 14 posted
January - 22 hard copies with 11 posted

10. Programme Secretary's Report: GM has completed a number of enquiries and has an interesting programme planned for 2021 with the Feb, Mar, April, July, and November bookings confirmed. May, June, and September bookings are planned and just need confirmation. August is a social day and October the AGM, so just the December booking is needed.

GM feels that a more realistic fee for the nine speakers per year is required and also has concerns that we are exhausting the local speakers so travel costs may be higher.

The committee discussed various options including that, as a U3A, we could opt out of receiving TAM unless members pay for this themselves. This will give an additional income of £600 p.a. to spend on speakers allowing an annual budget of £1200 including expenses. This idea was agreed by the committee.

Actions: CI will adjust the figures to allow £1200

SG will add this plan to his 'thoughts from the chair' in the next newsletter.

GM to request an invoice from all speakers.

11. Chair's Items:

Membership Renewal via Beacon: this option was briefly discussed but it was felt that the membership would not do this.

NW Big Bash: SG requested further information but has not received more details.

VC advised that the event will be held on 18/5/20. It was not successful last year so it was agreed not to get involved.

For information: SG has received a letter from Third Age Trust regarding marketing and PR.

For information: an AGM is to be held in Nottingham on 27/8/20 but no one from the committee wanted to attend.

12. AOB: GM asked VC to produce the poster for the notice board advertising the speaker for the following month.

CI raised the need for new committee members due to the length of time that some members have already served on the committee.

13. Date of Next Meeting: 16th March 2020

Signature.....Date.....