

**Minutes of Executive Committee Meeting held on Tuesday 15<sup>th</sup> December 2009 in HQ**

**Present:** Ted Morrell, Jeff Roberts, Sue Watkinson, Stan Bryan, Ann Haskell, Carole Gray, William Weichers, David Blanchflower, Beth Blamires, Pat McKenzie, Bill Evans, Sandra Webster, Chris Jones, Edna Lally, Bernie Handforth, Dorothy Harrison

**Trustee:** Alex McMinn

**Apologies:** Norman Williamson

1. Minutes of the meeting held on 17<sup>th</sup> November 2009 were approved.
2. Matters arising from Minutes:
  - a) **Christ Church Hall** – on plan *so far*
  - b) **Archiving Materials** – no progress to date
  - c) **"Sandbox"** demonstration 30<sup>th</sup> November – Visit was well attended. It was felt that the Company had not quite grasped our objective and whilst we received a very professional presentation, it was noted that video conferencing was too expensive. It could be that we are somewhat ahead of the present application of IT. Alex stressed the importance of us keeping this before us – he was still exploring help from large concerns such as Tesco as to be successful we may need the help of a major server. Much discussion ensued and it was acknowledged that nothing was a substitute for personal contact with the housebound.
  - d) **New Musical Theatre Group** – Whilst rehearsals are hopefully to start in January, it was dependant on enough volunteers. Rehearsals would be split half at Aughton Village hall and half at S&G HQ. Costs would be met within the ticket price. Alex mentioned grants were available for such one-off productions. As well as a little response from our own U3A Upholland had shown some interest – there will also be a need for some young people. Ted will liaise with Tony Crimlisk.
  - e) **Welfare – Helping Each Other** – See Welfare below
3. Update On Vacancies: Number of volunteers  
Secretary- Wendy Craddock – She will sit in at the meeting in January  
Ted and Sue will finish their term on Executive Committee in April; Carole Gray and Norman Williamson need to apply for re-election. Sandra Webster feels as she is away a lot and her other commitments clash with these meetings she feels she must step down at the AGM, as does Carole Gray. Willem Weicher mentioned he was co-opted onto the Executive for one year. Colin Gray will join editorial team; Newsletter organiser Ian Haskell, and Michelle Karmy-Trace has volunteered to be Speaker Secretary. *Wester*
4. Constitution. – Agreed to leave until February. Noted that it was an issue for the Trustees initially. The Charity Commission should be advised of any intended changes before AGM. As Alex was retiring from the Trustee Board he nominated Sue Watkinson as his replacement. This was agreed. Alex also stated that retiring Chairman of the Executive Committee becomes Chairman of the Trustees. *my 1st clerk*
5. New Members Meeting – 29 January. 230 new members have joined. Social Committee do not wish to be responsible for catering. Members of Executive agreed to do food. Ted to send out letter as invitations during first week in January. (230 second class stamps needed). Dorothy Harrison to be in charge of catering and took a list of members willing to help – to organise meeting first week in January
6. Membership Report – Pat reported 14 new members and one late renewal. The next number allocated will be 2594 with 1716 paid up members. Pat is still waiting for some West Lancashire forms to be returned. A reminder to be put on the website by Willem and David to send email reminders



Chairman's Report - £10605 in main account with Groups at £12,900 and £10,000 in deposit account of which £6,000 is for the Christmas Lunch - £6,000 plus in subs. £2,500 has yet to be paid out for rent. Gift Aid is yet to come. Two grants of £100 have been paid under Chairman's Offer, one to Opera Appreciation and the other to Drama for portable lighting.

#### 8. Secretary's Matters

- a) Third Age Trust - Received details of summer schools in Chichester and also in the North West. National Office closing 18<sup>th</sup> December - 4 January. All Risks Insurance Renewal @ £20,000. North West Regional Conference at Myerscough College 9 and 10<sup>th</sup> April at which the Mindgym are making a presentation.
- b) U3A events and activities - 20<sup>th</sup> March 2010 Murder Mystery Night
- c) Lancashire Sinfonietta - Sue has arranged this event at Aughton Village Hall on Saturday 6<sup>th</sup> March 2010 at 2 p.m. Tickets at £2. to cover refreshments and hall costs. Maximum of 100 tickets to go on sale at beginning of January. Maghull U3A allocated 10 tickets. Music by Alexander Stemp and Duncan Glenday

#### 9. Committee Reports

**Social** - Christmas Lunch: 267 people attending - 46 people on one coach. Murder Mystery Night 20<sup>th</sup> March 2010 Tickets £6.. 200 diaries have been sold. 24<sup>th</sup> and 31<sup>st</sup> December - no official Horizons but unofficial coffee mornings.

**Resources** - Beth circulated her Minutes. Alex to pass details of the grants available for renewing computers to Beth.

Bernie is looking for new equipment for music group. From 1 Jan subs will be £8 to March when £15 will cover 13 months.

**Group Support and Learning** - No meeting since last Executive meeting. Two summaries of Group Leaders meeting should be circulated in New Year to all Group Leaders. No significant change came out of meetings. 4 new Volunteers for Welcome Desk. New Easy Walking Group starts at end of January. Alex mentioned that some sort of an Aerobics Light class is envisaged for the elderly who are not used to exercise as Mindgym recommends exercising 20 mins 3 times a week.

**Publicity** - Concerns have been raised that people contacting the PO Box have received no reply, and messages left on the answer phone have had no response. Stated that the PO Box is emptied every 7 to 10 days and no-one is responsible for answering the phone. Alex stated that the PO Box is well used and has been running for 5 years or so and suggested it is left in situ. Various suggestions as to how to solve the problem of the phone. Agreed that Ted and Geoff will discuss this. Noted that the website has the phone number of the S&G HQ on it - Sue Watkinson to sort this out. The new leaflet is time limited because of two events but has been distributed to various addresses. Stan suggested that the wording for the period of grace for payment of subs should be considered

**Welfare - Helping each other** - Theatre Trip on Thursday 17<sup>th</sup> with Dial-a-Ride to see 39 Steps. About 14 members will come with 4 or 5 helpers for support. One or two people might not turn up because of illness on the day. Thanks to Pat Atherton for all the work she does. Suggested an article in Newsletter suggesting there are two or three trips proposed. Confirmed Dial-a-Ride drivers are excellent. Sue has spoken to the Third Age Trust in connection with "vulnerable" people.. Beth mentioned she had a policy. What is the legal definition of "vulnerability". Jeff produced a leaflet on "Carers benefit for you".

10. **Special Projects** - Mindgym has had 5<sup>th</sup> run and has taken off nationally. 78 enquiries as a result of Alex's talk at National. Alex and Sylvia Dillon are speaking at Age Concern in London 1 March. College of Occupational Therapists will provide people with help in delivering Mindgym to U3A's. Sylvia Dillon has provided lots of handouts; Wylies will publish her work in book form. Lots of invitations to speak at meetings. Focus Group Meeting on 6<sup>th</sup> January being the follow up to the three first courses. The findings of these meetings will be in the Newsletter.

PTO



Brookside - Building is held up. Hit some snag. Alex will go and enquire what it is they are looking to us for - providing an IT room for our use.

11. Trustees Report - A firm recommendation on Constitution will be forthcoming. Noted email address has changed to Treasurer from Alex whilst Alex remains as the contact address.
12. NW Region - Alex has given notice to resign as North West Trustee. He has been appointed to the National Research Committee. Pat Roberts is a member of the West Lancashire Older Peoples Partnership Board which includes Upholland, Burscough and the 50 Plus Assembly in Lancashire.
13. South West Lancs Network - Meeting tomorrow afternoon (16<sup>th</sup> December) to discuss the Big speaker meeting. Next meeting in January. Shared membership - Maghull and Aughton & Ormskirk take a hard stance but size of our U3As justifies this. Will confirm our position on this in the New Year. *is an issue*
14. Any other business - Alex confirmed 58 people are going to Scotland for the New Year. Wine Group (Norman Platt and Alan Bonner) are arranging a Rioja Wine Tour. Art Appreciation has two trips arranged to Ferrara in Italy. Upholland U3A has arranged a trip to Verona. *for open*

