

**Aughton & Ormskirk U3A**  
**Executive Committee Meeting Minutes**  
**Tuesday 19th October 2010**

**Present:-** Jeff Roberts Chairman, Wendy Craddock Secretary, Chris Jones Treasurer Ray Sim Trustee, Willem Wiechers, Anne Snell, David Blanchflower, Pauline Jones, Ann Haskell, Bernie Handford, Pat McKenzie.

**Apologies:-** Dorothy Harrison Vice Chairman, Beth Blamires, Bill Evans, Norman Williamson, Stan Bryan, Edna Lally, Andrew Beeston Trustee, Sue Watkinson Trustee.

**1. The Chairman** welcomed everyone to the meeting and that we had received apologies from the above

**2. The minutes of the Committee meeting 21<sup>st</sup> September**

a) Concerns were raised over the wording on item 4 "that Aughton & Ormskirk U3A **will play**" It was agreed that the wording be changed to " Aughton & Ormskirk U3A **may play**"

The minutes were then agreed and signed as a true record.

**3. Matters arising**

a. **The sound system:-** everything has now been resolved.

b. **Brookside Development:-** A full report was circulated and this will be an attachment to the 21<sup>st</sup> September minutes. It was felt that we may be able to use the Resources of the New Centre for U3A meetings/activities and residents may accordingly join the U3A

c. **The Shop project:-** About 500 people had been involved. 75 members manned the shop and more than 100 members passed through. The shop provided valuable information for our own members and the community. Changes to consider for similar projects:- have a welcome sign, have coffee available , the interactive table playing bridge wasn't suitable, Membership forms require contact details but these are now available to download from the internet.

**4. Treasurers Report:-**

The weekly income for Horizons is increasing. The shop rent was covered and the cost to U3A at the moment is £215 which is mainly printing costs and we are still awaiting grants to come in the shop created goodwill. Known costs over the next few months will include the speaker meetings, newsletter postage, rent for venues, our costs are on a par to last year at this time October and November are an expensive time. Balances:-

Current A/C £12734

Deposit A/C £25018

Bond £5000

Groups £10600

The question was asked "Would it be a legitimate question at AGM for someone to ask about the level of our bank balances?. A general discussion regarding the high level of balances, was held and the following points emerged

1. 6 months operating costs should be held as a reserve i.e.£15,000
2. Rental costs are expected to raise the S&G HQ is full to capacity and more outside venues for New Courses will be needed.
3. Membership numbers could drop as more local U3A's are formed e.g. St Helens
4. Speaker costs are expected to rise
5. "Gift Aid" tax rebates are subject to the "whim" of Central Government

**5. Membership Report:-** As a direct result of the shop we have 31 new members, so covered the costs, the current membership is 1694 and we have had 70 new members since August. The shop created a lot of interest in those people who have not retired but will consider joining when they do. Requests have been made for a reduced membership subscription if joining half way through our membership year this was discussed and ruled out as impractical.

**6. Shared Learning:-** apologies from Ted for absence Preparation for this project is progressing with a pre launch meeting scheduled for Monday 29<sup>th</sup> November. The project will start in January 2011 for a six month period. Southport U3A's who celebrate 25 years are joining T.A.T and are being invited to join us on this project.

**7. Memory Course:-** the book written by the Memory Course Team is now finished it is envisaged that the course will be rolled out to local U3A's, national U3A's and an wider audience. But before this stage we need to consider all our options as to protection for the work, how it is published, the involvement of T.A.T, how is it going to be funded. All these areas require consultation with our members who have specific expertise in these various fields. The Memory Course Team felt that the Executive Committee and the Trustees should be made aware of this important next stage.

**8. Horizons 11<sup>th</sup> November:-** there will be a two minute silence and Edna Lally will play the cornet.

**9. Committees**

**Group Support**

The Sunday Lunch Group George and Stan initially agreed to share the organisation. However, this arrangement has now collapsed, Stan is running an advert for new leaders but it was felt a letter could be sent to those who attended the lunches asking a volunteer to take over otherwise it will close. Put the onus on the group members. The same applies to the Sunday Social Group. The problem directed to the **Group Support committee**

Line Dancing:-It was felt that the group leader needs help on a weekly basis we could afford to pay for a tutor when June is unavailable Carol P is investigating this ongoing problem.

**Publicity** email and apologies received.

A discussion took place about the update of details on the three fold leaflet points raised:-

a) Is there information overload? No

b) Could it be used for a poster? Yes

**Horizons** a discussion took place about Horizons which raised a number of issues, the Chair and Welcome Desk Rotas and potential new/new members being overwhelmed by the experience. **JR.WC.DH**

**Social Committee:-** an e-mail and apologies have been received from Norman Williamson.

Race night:- the event cost £160 to stage and £85 was made in ticket sales and £50 from betting. It was suggested that a future event might be a casino/James Bond themed which might generate more interest.

Christmas Dinner:- this year is at the Adelphi Liverpool tickets need weekly publicity at Horizons.

**Resources Committee:-** a meeting will be held in the near future. There are some projects which will be outside the resources committee remit i.e. anything with a project cost of over £1K .How can the Resource Committee talk about cost when they are unaware of the underwriting situation i.e. the musical production "That awful U3A" which was agreed in principal over two years ago. This production will take place 31<sup>st</sup> March/1<sup>st</sup> April 2011 at the Civic Hall Ormskirk a budget was presented which showed the proposed ticket cost of £7.00 it was felt that a £5.00 ticket would be more appropriate.

#### **8)New and Ongoing Items**

a) Premises and rental agreements paperwork we require up to-date copies of these confirming that premises are fit for purpose.

b) Professional Tutors we need to see their professional indemnity insurance papers and also their IR self employed status.

c) Tour Operators concerns were raised about Discovery Travel's bonding status are they ABTA bonded a letter was read out concerning this dated 2007 and it was felt appropriate that a letter be sent to Discovery Travel asking a copy of their current bonding certificates/registration and clarify their status.

**JR.WC**

d)) P.A.T Testing for all electrical equipment used by groups at all venues. **Group Support &Resources**

e) New members welcome to A&O U3A **JR**

#### **9) Secretary's Matters**

a) National AGM 16-19 September 2011 at Nottingham

b) Residential Course at Durham University 11th- 14th April 2011 details given to the Science group

c) Residential school at Myerscough 26<sup>th</sup> -28<sup>th</sup> April 2011

d) NW Region Questionnaire

10) Trustees no report

A.O.B

West Lancs carers will come to Horizons to give a ten minute talk on Thursday November 18<sup>th</sup> **DH**

Dignity Champion Alex has received a letter from Lancashire County Council we need a representative

NHS Central Lancashire-Pharmaceutical have sent a questionnaire we need a representative.

Damaged car in car park received a letter offering to pay the damages

We have been asked for assistance in getting a disabled member to groups

Portable microphone system after discussion it was felt that as originally proposed Discovery Travel should buy and fund this.

Date of the next meeting Tuesday 16<sup>th</sup> November 2010 9.30 am at the S&G HQ