

Aughton & Ormskirk U3A Executive Committee

Minutes of the 15th March 2011 Meeting

Present:- Jeff Roberts (Chairman) Wendy Craddock (Secretary) Chris Jones (Treasurer) Alex McMinn (Trustee) Beth Blamires, Stan Bryan, Anne Snell, Margery Sargent, Norman Williamson, Bill Evans, Ann Haskell, Bernie Handford, Pauline Jones, Edna Lally, Pat McKenzie, David Blanchflower, Norma Seddon (Minutes).

Formal Agenda

Clarification:- Items for discussion with decision/vote/ratification/action with supporting papers.

Apologies:- Dorothy Harrison (Vice Chairman) Willem Wiechars, Andrew Beeston (Trustee)

1. The Chairman welcomed everyone to the meeting and apologies had been received from the above.
2. The minutes of the previous meeting were agreed and signed as a true record.

3. Matters Arising:-

1. **A.G.M.** A notice for the AGM will appear in the Newsletter and a planning meeting will be held a.s.a.p.

2. **New Members Afternoon update:-** Report from the questionnaires attached. The responses from the questionnaire have been followed up with new members now involved with Horizons on the welcome desk, Coffee, Setting up rotas. **N.W** Two or three New Members will run Short Courses **D.B.** A new member will restart the Sunday Lunch Group.. A discussion took place about having role descriptions as we need to unlock talent for succession planning. The Chairman thanked everyone for their efforts.. **Outcome:-it would be beneficial for a New Members afternoon to be run half yearly**

4. **Treasurers Report:-** The Treasurer would like any expenses claims as soon as possible The balances are all healthy but we do have some large bills at the beginning of April. The subscriptions will be held at £15 until 2013. With some groups now up to capacity the new split group would be supported initially. **C.J**

Balances:-Ca/c £2480.29, Dep a/c £15025.28, Bond £10K, Groups10-12k by the AGM

5. **Membership Report:-** 18 New Members this month, membership number 2913, actual Membership Number is 1789. **Comment** As a result of a group being oversubscribed we have been advised that 2 members will not be renewing their membership. We are seeing a trend of a higher number of deaths. Do we require membership age profiles to assist our statistics? **PM**

6. **Secretary Report:-** The mailing received from T.A.T included the PPL licence, Code of Conduct for Trustees, advice sheets:-Accessibility for Disabled Members, First Aid, Organising your AGM, Data Protection, Sorting out Problems/Grievances, Next of Kin/Medical Information Cards -already discussed in length but no outcome:-**These issues will all be revisited..** Information Flyers for 5th May Study afternoon at Kew Gardens, 2011 Staying Sharp Event 19th May.

7. Committees

1. **Group Support:-** A discussion had taken place about oversubscribed groups, replicated again this morning. The summary is:- **Italian** a new beginners group will be advertised for September **Ballroom Dancing:-** A second beginners session is being planned but will require additional leaders. **Table Tennis:-** The request for a third table at the S&G HQ has been rejected with the suggestion that the group is split or alternative premises found. **Short Courses** could run to help a new split group establish itself

Issue of oversubscription of groups:- Although we are all inclusive with certain provisos we have limited spaces i.e. Health & Safety issues, maximum numbers for group dynamics.

2. **Resources:-** A new equipment inventory has been compiled and circulated to Group Leaders. Funding requests for Wellbeing £3,400, Memory programme £3810 will be sent to A4A, Communicating with Housebound £4,500 will be sent to LCC. A discussion took place about replacing the photocopier either buying or leasing.-**To be revisited**

3. **Social:-** as the minutes, please note that Aughton Village Hall rates have not gone up as stated. Both halls will be taken for the BBQ in June, Murder Mystery evening 29th October with the Christmas Dinner 16th December at the Adelphi.

4. **Publicity:-** A general discussion took place about the Newsletter content, size, costs and the viability of a monthly broadsheet. **B.E** reported that there was a production hitch with the March Newsletter..

5 **H.E.O.G :-** have strong concerns about lack of activities at the weekend. They would welcome the opportunity to speak at the next Group Leaders meeting. This is flagged for Dorothy H it was felt that the carer/helper on theatre visits could be paying twice so should this be an organisational cost? Members are at liberty to run groups/activities at the weekend but use of the S&G HQ would incur an extra charge.

8. **Trustees.** No report but still awaiting the new model Constitution from Third Age Trust.

Informal Agenda

Clarification:- Information, discussion, prior to Formal Agenda.

9. Alex McMinn:-

Monthly Speaker Meetings:- **A.M** will be stepping down at the end of the year. April:- John Bercow Speaker of the House of Commons, May:- talk on the Enigma machine, June:- Wellbeing from Humour. Planned but not confirmed July:- Brookside, August:- no speaker, September:- Memory Course Liverpool University findings, Nutrition Reading University findings October:- Geology, November:- Tessa Jowell on the Olympics. Our attention was flagged:-to the speaker on Monday afternoon 28th March on National Statistics "How to measure Wellbeing"

The Memory Course team are now running the "Train the Trainers" with attendees from the region. The Memory Course Book will cost between £4/£5. The Memory programme is meeting Well Being needs and we could give the same treatment to the "Big Society". U3A Nationally tends to be focused on small U3A groups with 200-400 members. We are doing something quite different.

10 South Lancs Network:-Shared Learning Project:- a discussion took place about the proposed project, covering costs, lack of involvement from local U3A's, Intellectual Properties re information already in existence on local churches and the involvement of the Executive Committee.

A.O.B

Clarification:-for information, urgent items notify the Secretary.

11. "That Terrible U3A" production/ rehearsals are going well and is well supported. No additional help will be required apart from the selling of raffle tickets. 500 copies of the programme to be printed with no cost to A&O U3A any profit will be donated to a local charity.

12. Age Concern:- have requested our help to ask our members living in WN8 postcode areas to become older people researchers in Skelmersdale. This item requires discussion, decision and will therefore be included initially on the informal agenda at the next meeting.

The next meeting Tuesday 19th April 2011 9.30 am at the S&G HQ.