

## AUGHTON & ORMSKIRK U3A

### EXECUTIVE COMMITTEE

#### MEETING TUESDAY 16<sup>TH</sup> OCTOBER 2012

**Present:-** Dorothy Harrison (Chairman) Bernie Handford (Vice Chairman) Chris Jones (Treasurer) Wendy Craddock (Secretary) Beth Blamires, Pauline Jones, Edna Lally, Bill Evans, Ian Haskell, Norma Seddon, David Blanchflower, Margery Sargent

**Apologies:-** Alex McMinn, Ted Morrell (Trustee), Peter Sewell (Trustee) Willem Wiechers.

**1. Welcome** the Chairman welcomed everyone to the meeting and had accepted apologies from the above.

**2. Minutes** were signed as a true record of the previous meeting correction Diaries should read 2013 not 2012

**3. Matters Arising:-** **Item 12 CLA Licence** is now available for purchase through the TAT at a cost of £60 per annum to run from July and renewable annually. Proposed Beth Blamires Seconded Wendy Craddock **AGREED** **Diaries** for the 10<sup>th</sup> Anniversary selling well at the price of £2.70. each **Item 8 New Members Afternoon Tea** confirmed to be held Wednesday 31<sup>st</sup> October 2012 2p.m. to 4p.m. set up at 1p.m. with tea/cakes, a questionnaire is being designed 28 acceptances to date. **H.E.O.G** the film will now be "Best Exotic Marigold Hotel" **Item 10 The Development Fund** now on hold, Alex asked to produce a paper. **Constitution** on hold

**4. Treasurers Report** Current a/c £3490, Deposit a/c £22071, Bond £10K, Groups £30K Although we are secure financially at the moment, this is largely due to the on-going support from book sales, gift aid, Horizons, and social activities, this may alter if numbers fall. It would appear that the newly retired 50s are not joining organisations. Gift Aid is a bonus but could disappear. Our income and expenditure is following the same pattern as previous years with the expected high turnover on the Groups Account. Monies are available for the Computer suite, and the 10<sup>th</sup> Birthday events. The Subscriptions cover the costs whilst it is complex to charge individual groups room rental. Thanks were given to Chris and his team for all their hard work.

**5. Membership Secretary** Members joined since the last Executive meeting 33, next member number is 3337, current members 1804, paid up members 1820, subscription income 2012-13 £27130. Willem Wiechers is to be contacted for Data Protection information during Ian's holiday. It was brought to the Executive Committee's attention that in checking names to the Database for Membership numbers for restricted courses/events, non-members were wishing to attend. Action was agreed: Membership cards to be checked by Group Leaders during the month of November and the Group Register to be sent to the Membership Secretary. David Blanchflower will liaise with Ian Haskell re wording of the email to be sent to Group Leaders making it very plain why we are taking these steps **Policy:-** Tickets/places for Group events/activities to be made available in the first instance to Group members, then to other Aughton & Ormskirk U3A members and then to the wider U3A's and family etc. **AGREED**

#### 6 Committees

**Group Support** minutes circulated

**H.E.O.G** attended the New Music Theatre Group rehearsals for their latest production. On Monday 29<sup>th</sup> October they will be an afternoon tea and a film showing of "Best Exotic Marigold Hotel". In November a trip to Dobbies, Southport, is planned with afternoon tea, a jazz group, with the chance to do some Christmas shopping.

**Publicity** minutes circulated. Publicity for the 10<sup>th</sup> Anniversary Pat Roberts to be asked to write an article on the history of A&O U3A for the next Magazine, plus a page about events, activities etc. It was agreed that the current magazines be handed out at the Welcome desk at Horizons and give spare copies to Group Leaders.

**Resources** minutes circulated, the new computer suite was discussed at length. A request had been received from the Digital Camera Group to upgrade computers at Haskayne Village Hall £400 **AGREED** The possibility of the group coming back to the S&G HQ was discussed but it was felt that as it is a big group but there would be no

return in the foreseeable future as we are unable to offer the same facilities. Short Mat Bowling application for a new mat £800 for Scarisbrick Village Hall **AGREED**. The Memory Course is self-funding, accounts circulated, and the next print run is **AGREED**. The poetry group requires a subsidy for printing a poetry book income would be generated from sales a formal application was requested. A request was made for the asset numbers for the new IT equipment.

**Speaker Meetings February 2013** English Heritage **March 2013** Close Protection Office, **April 2013** no meeting **May 2013** Vice Chancellor Edge Hill University. The 24th October 2012 speaker meeting with Esther Rantzen expected numbers and arrangements were fully discussed including parking issues.

**Social Committee** arrangements were well in hand and a request for the same DJ as last year has been made to the Adelphi and a provisional booking made for the Christmas meal for Friday 20<sup>th</sup> December 2013 a deposit will be needed to be sent after Christmas 2012. St Helens U3A have asked if they can join us at the Adelphi. The Social Committee will be merging with the 10<sup>th</sup> Anniversary Committee until October 2013.

**10<sup>th</sup> Anniversary** the next meeting will be on Monday 29<sup>th</sup> October 9.45a.m. at the S&G HQ Publicity is on-going with information in the Magazine, New Musical Theatre Group have booked Ormskirk School for the 18<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup> April 2013 the sound technician has already worked with the group. The Market Stall planning is on-going for items for sale.

**7.South West Lancs.** David Blanchflower has taken over as Chairman. Three or four U3A's in Liverpool may well join the S.W.Lancs. Network it is logical to have a bigger group.

**8.Secretary's Matters: NW Region** held two seminar days 1) Communication- Bill Evans reported he was amazed at the lack of knowledge shown by the questions asked and that Alex McMinn gave by far the best presentation. 2) Trustees Meeting, whilst the concept was a good idea more specialist speakers were needed. The new North West Region Trustee is Jenny Carley from Chester U3A. **TAT** :John Ellison formerly the NW Region trustee is now the TAT Treasurer. New Advice Sheets have been issued for Licences, Group Leader/Co-ordinators, Shared learning Projects and a Subject Advisor for French has been appointed for more information please refer to the TAT website for the list of the new officers.

**9.Complaint** re -equipment not be returned to the correct storage place Group leaders to be made aware of the problem at the next Group Leaders meeting.

**10.First Aiders** a course could be run and are available for the volunteer sector Dorothy will ascertain if it is practical to have designated first aiders.

**11.Help Direct** It was agreed that a trial of one announcement by Help Direct Services to be made at Horizons, once assessed then the decision could be made regarding the suitability of further announcements. It was generally thought Help Direct provided a good service.

**12.Horizons** setting up the new format continues to be a problem and a discussion took place re the appropriation of tables to Groups etc. The setting up teams do not historically stay to put away therefore a notice should be given at 11.15 a.m. reminding everyone to put their own table and chair away. Notices at Horizons ought to be for new information that is not already in the Magazine.

**13.A.O.B.** Bernie had discussed with Jeff Roberts the "Key Holders" available on each day and was assured that every day was covered. Jeff will discuss with the S&G HQ Committee the continuity of U3A using the S&G HQ and it was affirmed that Jeff Roberts would be responsible for the booking of all venues for A&O U3A groups/events Group leaders to be informed.

**The next meeting Tuesday 20<sup>th</sup> November 9.30am at the S&G HQ**