

## AUGHTON AND ORMSKIRK U3A

### EXECUTIVE COMMITTEE

#### MINUTES OF MEETING HELD 16 DECEMBER 2014

**Present:** Willem Wiechers (chairman). Cathleen Barnes; Lily Bunner; Bill Evans; Mia Faza; Bernie Handford; Ian Haskell; Pauline Jones; Stan Livingston; Alex McMinn; Geoff Roberts; Iain Smart; Bill Watkinson.

1. **Welcome:** The Chairman welcomed members to the meeting.
2. **Apologies:** Dorothy Harrison. Idris Williams.
3. **Minutes of last meeting held 18 November 2014** were read and amended as necessary.
4. **Matters Arising:** Regarding External Relations, there was a suggestion that an annual budget be set for expenditure on this item and maybe other departments as well. This was agreed, but a clear definition of External Relations needs to be decided upon.
5. **Children attending U3A Groups:** the appropriateness of children being present at u3a meetings was discussed. It should not be encouraged but occasional visits would not be forbidden providing members are aware that whilst u3a members are covered by Public Liability this does not extend to children.

6. **Submission of 2013-14 Accounts to the Charities Commission:** BH stated that this is a legal obligation. The Commission wants to be satisfied that we are conducting matters legally and that no salary or financial payment is made to Instructors or Leaders. It was pointed out that this is also the recommendation of the Third Age Trust. A vote was taken and unanimously agreed that the accounts should be sent in their present form to the Charities Commission after the next meeting.

7. **Proposed New Constitution:** IH presented copies of a draft of the Constitution he has prepared for committee members to approve or comment upon. The Chairman thanked him for his work and recommended that all the committee should read it thoroughly and bring to the next meeting any points for discussion.

8. **Treasurers Report:** Deposit Account £28,159.09 Main Account £2,987.98 Groups Account £24,316.06 Deposit Bond £20,000. The treasurer advised that hourly hire charges for the Ministry Centre would increase to £12 on January 1<sup>st</sup>. Hire of church will remain at £50 and cost of heating the church overnight would remain at £50.00.

9. **Membership Secretary's Report:** since November executive meeting 3 new members have joined. Last member number 3773. Current members 1860. Members paid 1864 (position same date in 2013-14 1883). Subscription income 2013-14 £27,950.00. Advance membership applications received (until March 2016) to be processed in January. Some committee members felt that as members are asked to give their email address on the application form that the reason for this should be inserted on the form. This was discussed and passed.

#### 10. **Sub-committee reports:**

**Social Committee Report:** confirmed that the final arrangements for the Adelphi Christmas lunch 19 December are in place with 165 tickets sold. They will look into feasibility of hiring a smaller room for next years event.

**Group Support:** a new group for German conversation starting on 15 January 2015 in Headquarters.

**Finance and resources:** a form had been sent to every group to be completed giving details of their meeting venues, and subscriptions charged to each member per meeting, which should have been returned by now but only 70% have been returned. A reminder to those who have not returned the forms to do so asap would be sent out.

**Publicity:** will be having a meeting on 7 January 2015 and are having ongoing discussions re a new u3a flyer.

**11. Speaker Secretary Report:** the Carol Concert by the u3a choir had been a great success. The Speaker for February would represent the John Lewis firm. In March Alex McMinn will speak on issues around retirement. The Speaker Secretary has had informal discussions with Horizons members which revealed that quarterly Speaker Meetings would be more appreciated.

MF said he would like to book a light musical event for the Spring but u3a would be required to pay their travel expenses. WW treasurer confirmed that it is in order to pay expenses for entertainers or Speakers.

**12. Honorary Secretary's Report:** stated that she had received a reply from Jeff Roberts re the enquiry about one of the emergency exit doors to HQ that was sticking, in which he replied that he had personally tested all the doors and found that they were all in good working order but that the Scout and Guide H.Q. Committee would accept full responsibility for any repairs should they be deemed necessary." A letter had also been received from a Healthcare Assistant at a local surgery enquiring if we provide a pick- up service for members unable to attend u3a without such help. It was decided by committee that we could not offer this due to insurance issues. A letter had also been received from u3a member Denis Morley to whom she would reply in due course.

**AOB:** A McMinn informed that the next quarterly SW Lancashire Network meeting would be held at Aughton and Ormskirk u3a. He stated that it is usual form to provide a lunch for those attending which would number approximately 40 people and sought assurance that we would finance it. This was agreed.

Meeting closed at 12.00.

**Date of next meeting:** 9.30 am Tuesday 20 January 2015.