

**AUGHTON & ORMSKIRK U.3.A.**  
**MANAGEMENT COMMITTEE**  
**Minutes of Meeting 17 September 2019 at S&G HQ**

**Present:** Ian Grant, Jane Astles, Alan Starkie, John Tomlinson, Deirdre Slater, Doreen Baker, Derrick Fewings, Sue Watkinson, Megan Tomlinson, Paul Andrews, Mike Rimmer.

**1. Chairman's Welcome**

The Chairman welcomed everyone to the meeting including Sue Watkinson representing the Trustees.

**2. Apologies – Pamela Green**

**3. Minutes of Meeting 6 June 2019**

Minutes were agreed as true and accurate and were signed by the Chairman.

**4. Matters Arising – There were no matters arising.**

**5. Co-opting of Colin Russ onto Management Committee**

This was agreed unanimously. Secretary to notify Colin accordingly and to advise him that he must stand for election at the next AGM. **ACTION MT.**

**6. Correspondence – None**

**7. Treasurer's Report**

The proposed structure of the new F & R Committee is as follows:-

Derrick Fewings (Treasurer), John Tomlinson (Assistant Treasurer and Chair), Sally Kirby, David Blanchflower, Alan Houghton. These changes to be put in writing to be agreed.

**ACTION JT.**

DF advised that, following advice from JVSA, our reserves could be reduced to £50,000 and session fees could be kept at 50p.

DF also advised that Gift Aid should only be claimed on £12 of the £15 subscription fee.

Membership Team will prepare HMRC Form and DF to submit.

**ACTION MEMBERSHIP TEAM & DF.**

DF advised that the investment bond be adjusted to allow quarterly access on a rolling basis

**ACTION DF.**

IG suggested that members be told at the next AGM that session fees need to be increased to £1 with effect from 1 January 2021. This was agreed.

**ACTION DF.**

**8. Health & Safety**

DS presented a revised Accident Report Form and requested approval by the Committee.

This was agreed an DS will request that it is placed on the website and will include an article in the next eNews.

**ACTION DS.**

## **9. Sub-Committee Reports**

### **i. Finance & Resources**

The following items were highlighted:

Purchase of two chairs with arms approved, primarily for use by Aerobics Lite. Musical Theatre Group had requested using a ticketing agency but this was turned down as being inappropriate.

Dennis Morley is organising the removal of the Risograph.

Learning & Support Group have requested funding for an event to thank Horizons' volunteers. Funds of up to £300 have been agreed.

F & R Log to be circulated to Committee Members.

**ACTION JT.**

### **ii. Membership**

DS reported a slight drop in membership numbers compared with this time last year.

### **iii. Social Committee**

Tickets for the Christmas Lunch on 13 December will go on sale on 14 October.

Consideration is being given for a possible change of venue next year.

The Antiques Road Show and the Late Summer Social were successful events.

Currently planning events for next year possibly including a vegan food workshop.

The Chairman thanked the Committee for their hard work.

### **iv. Learning & Group Support**

The invitations have been issued for an afternoon tea on 4 October for Horizons volunteers, but there has been a poor response. It was agreed that the event should still take place even if numbers are fewer than expected.

**ACTION PA & JA.**

It was agreed that a similar event for new members would not be planned.

PA reported that St Anne's as a possible alternative venue would not be viable.

### **v. GDPR**

DS reported that the final revisions are to be agreed and submitted to the Committee for ratification.

**ACTION DS.**

## **10. Magazine Distribution**

It was agreed that a Team is required to take responsibility for this as it is too onerous for one person. SW described the process she has gone through with the last issue. There is a need to renew the effort for collection of magazine personally or by Group Leaders. It was agreed that a Working Party should be set up to consider distribution and production of future magazines. It was agreed that all the remaining magazines from the latest issue would be posted on this occasion.

**ACTION SW.**

## **11. Third Age Trust Magazine**

Members currently receiving the magazine are to be asked if they wish to continue to be included on the subscription list. DS to investigate methods of subscription. **ACTION DS.**

## 12. AOB

The Trustees previously organised a Q & A session at Horizons, and as this was well received, it is planned to repeat it.

**ACTION TRUSTEES.**

Third Aid Trust are running workshops in Warrington on 20 November. MT to advise

Group Leaders. Committee Members wishing to attend advise MT or IG. **ACTION MT.**

Work is taking place on the Sands 21-25 October. The Ministry Centre and Car Park will be closed. S & G HQ will remain open but pedestrian access only. Group Leaders to be advised in order to decide if their group is to take place. Information to be put on website and eNews.

**ACTION MT.**

Choir have asked for approval for donations to Food Bank at their Christmas concert. This was agreed.

**ACTION MT.**

Pamela Ball Speaker Secretary has experienced problems with Ministry Centre bookings.

L & GS to liaise with PB regarding possible alternative venues.

**ACTION PA & JA**

SW to advertise via eNews and flyers short courses run by Southport University Extension Society.

**ACTION SW.**

IG requested there should be a standing item on our Agenda regarding outcome of Trustees' meetings.

JT had been approached by a member volunteering to join the Management Committee. It was agreed this should be left until the AGM. JT to advise the member.

**ACTION JT.**

## 13. Dates of next Meetings

17<sup>th</sup> December 2019

17<sup>th</sup> March 2020

The Meeting closed at 12.20

Signed .....

Dated .....