

## Aughton & Ormskirk University of the Third Age

**Minutes of the meeting of the Executive Committee held on Tuesday 12 August 2008 in HQ at 9.45 a.m.**

**Chairman:** Ted Morrell

**Present:** Beth Blamires, , Stan Bryan, , Ann Haskell, Chris Jones, Alex McMinn. Jim Robson, Bob Roscoe, Sue Watkinson, Norman Williamson, Alan Worthington. Andrew Beeston was in attendance.

**Apologies:** David Blanchflower Beryl Campbell, Carole Gray, Norman Platt. Chris Procter

### **1. Minutes of meeting held 8 July 2008**

#### **2. Matters arising –**

- a) U3A AGM in Swansea – Alex will attend in his National Executive capacity
- b) Queen's Award – storage/display of crystal award. The issue raised several other points, including a framed Certificate, Corporate Membership and a photograph for the newsletter from the Digital Photography Group. A decision was deferred on the display until the September meeting with the aim of making the achievement the springboard for the next five years. Ted, Alex, Jim and Beth to discuss.
- c) Mersey Ferry Cruise – Ted had failed to negotiate a reduction for the poor and inadequate buffet. However, the event had resulted in a surplus of £292.02.
- d) Lancashire Environmental Action Programme – Sue had arranged for the questionnaires to be hand-delivered on 21 August to Horizons. Ruth Williams would also bring some "rewards" for members.
- e) West Lancs Handyman Service – the Help the Aged contracted "Handyman" had visited Horizons and gained many requests for work (fitting smoke alarms, Carbon Monoxide detectors, security locks and chains, etc.) A photo would appear in the newsletter and a note in the Contactors' List. We will invite him again in 2009.
- f) Garage/storage facility - WLDC have garages, which are secure but not necessarily dry enough to store the new display boards. The re-location of the boards is now a matter of urgency. Sue to print out form from WLDC for Alex.

**3. 5<sup>th</sup> Birthday Celebrations** – The notes of the 22 July meeting were considered. Alternative premises were needed for the regular Bridge meeting (Sue to check Aughton Village Hall). The newsletter supplement would be stapled in with an over run of around 500 copies. Tuesday morning was confirmed as Christ Church for a presentation with VIPs in attendance. Ted, Alex and Jeff will prepare the list of invitees for the Tuesday morning and there was a brief discussion on refreshments for the guests. Sue to check that both rooms at Aughton Village Hall will be available for 31 October (evening). The next meeting would be held on Tuesday 26 Augusts at 1100 after the Social Committee meeting.

**4. Trustee Report** – a meeting is arranged for 17 October at 1400 to receive the audited accounts

**5. Membership Report** – Pat thanked Alex and Jeff for helping with the reminder letters. There had been 294 defaulters, 127 had replied with no critical comments, most having joined other neighbouring U3As. 20 new members since July meeting, 1540 had paid and the next number is 2199, revealing that we have "lost" 659 over five years. Some deaths had been reported and some Group attendance lists have revealed non-members or lapsed members. The view was that we must insist on membership for everyone who attends any U3A activity.

**6. Treasurer's Report** – Chris reported that the balance in current account is £9,230.15 (switch facility is fixed at a minimum of £10k), Deposit £19,815 and the Bond £5,000. Balance in Groups account is £1,808. The Accountants' deliberations are still awaited. Alan reported that the coin counter was purchased at a cost of £220 and is being used. Chris thanked Alan for taking on the work of the Groups accounts.

#### **7. Committee Reports:**

a) Finance – Minutes of the meeting held 13 July were received. Alex reported on receipt of an LCC Grant for the "Gateway" project (£5,700 in two tranches): this is ring-fenced for house-bound IT links but admin and premises costs are included. Alex also mentioned the £2.50 per capita grant from WLDC. Funds are strictly limited and the U3A application was for more than other local Clubs and organisations. Pat would prepare a combined application for 2008/09 with new forms due out in the coming week. There was no information on the large TV screens.

b) Social Committee – meeting will be reinstated fro 26 August with the new Chairman being discussed.

Jim queried the cost of the Christmas Lunch in view of advertisements at the Adelphi for a much cheaper offering. It appeared that the U3A lunch is with a different catering company.

Welfare issues – Chris Procter will be asked for a progress report for the September meeting with a full discussion in October (with Dorothy Harrison present at the meeting).

c) Groups Support – Jim reported that he is now working with Alan (Systems Manager) on setting up income and expenditure sheets for all Groups. A new monthly paying in form was presented, which would be used from 1 September for all Groups except Theatre and Philharmonic. The necessity for ALL Attendance sheets was queried as being overly bureaucratic. Chris asked for the Registered Charity Number to be included on all documents.

d) Publicity – Alan reminded members that he will retire as Joint Editor in May 2009. Bill Evans is considering taking on the role although Alan has some reservations about only two people being responsible for the newsletter. This reminded the Executive that some time must be spent on "structural " issues and this item will be included in the September agenda. Questions were then raised about what type of newsletter we need, whether an interim news

sheet is required and general discussion on U3A News and Sources and their distribution. A question was asked about the Data Protection Act, particularly with regard to membership information and renewals. Sue to find out whether we are registered or need to be registered.

e) Travel – A holiday to Amsterdam is planned for May 2009 (advertised in Newsletter) with booking information ready for 29 Augusts. Ted asked the Committee to be aware of Group holidays, dates and venues and Norman W agreed to take this on.

## **8. Special Projects**

Alex reported on the LCC Gateway Project (an Information network). Age Concern has won the contract to provide the website and information shops for all functions and all ages. Written into the bid is a requirement that U3A is consulted about Lifelong Learning issues. One person from A&O U3A is needed to be the contact.

Older People's Partnership Board – the Brookside Project in Ormskirk – this is also in progress with U3A involvement. Completion date of early 2010.

Alex has been invited to talk to GONW about voluntary organisations.

Alex has arranged an inaugural meeting for the Mind Fit/Mind Gym Focus Group

Internet Café - Alan Nolan's paper was noted. A recent Speaker Meeting was broadcast live as an experiment.

## **9. Lancashire Link activities –**

Jim stated that there will be a Group Leaders Day in Bolton on November 5. We had been asked for input which has been sent.

Our Healthy Ageing conference is being planned for March 2009.

## **10. Third Age Trust.**

Resolutions from the AGM were considered briefly.

## **11. Any Other Business**

a. Large U3As Group meeting. Ted attended and will report at the next meeting.

b. Age Concern and Black Health have won the contract to deliver information on Care etc and will go live on 1st September. Our U3A will be involved in discussions regarding services to older persons.

c. Speaker Meetings - Ted wishes to give up arranging Speakers which he has done for 5 years.

Carol Gray, Jim Robson and Sue Watkinson offered their services some time ago. Item to be discussed at next meeting.

e. Constitution amendments – item carried forward

**The date of the next meeting** - it was suggested that the next meeting should be held 2<sup>nd</sup> September, because of the National AGM, (but Ted has now re-arranged his diary **and the meeting will be held on the usual 2<sup>nd</sup> Tuesday (9<sup>th</sup> September)**).

The start time was agreed at 0930 am

Norman Williamson sends his apologies for 2<sup>nd</sup> September.

There was no further business and the meeting ended at 1145

Chairman

**The next meeting will be held on Tuesday 9th September in Scout & Guide HQ starting at 0930**