

## Aughton & Ormskirk University of the Third Age

Minutes of the meeting of the Executive Committee held on Tuesday 8 July 2008 in the Scout HQ at 9.30 a.m.

**Chairman:** Jeff Roberts

**Present:** Beth Blamires, David Blanchflower, Stan Bryan, Beryl Campbell, Ann Haskell, Norman Platt, Chris Procter, Jim Robson, Sue Watkinson, Norman Williamson, Alan Worthington. Andrew Beeston was in attendance.

**Apologies:** Ted Morrell and Alex McMinn (at Buckingham Palace receiving the Queen's Award); Chris Jones, Carole Gray, Bob Roscoe

**1. Minutes of meeting held 10 June 2008** – Item 10(c) "Fair Trade Coffee" was amended to read, "the idea had been abandoned". However, Margaret Wiechers had read the minutes and had now found another brand at a better price, Chris said she would try this brand and report back. Item 13 – Sue referred members to her "Secretary's Notes" for the wording. Having noted these amendments the minutes were approved as a correct record.

### 2. Matters arising –

- a) Age Concern Conference – we were not represented at this event
- b) Meeting with large U3As – deferred until August for Ted's report
- c) West Lancs Handyman Service – Sue had arranged for him to attend a Horizons at the month end
- d) Queen's Award – congratulations on the award and a brief report of the presentation was given by Jim. The crest will now appear on our notepaper and there was some discussion about where the crystal memento should be stored. The District Council office was suggested.
- e) Storage facility (AOB June meeting) – the Lions group has a lock-up garage provided by West Lancs DC. Alex is enquiring about a similar provision for U3A (must be dry if the new display boards are to be stored there).

**3. Constitution** – Beth presented her paper and explained further about her concerns and the changes to Charities Law. Andrew confirmed that he was happy to defer further discussion until September with a target date of presenting new proposals to the 2010 AGM and that he was particularly interested in the Limited Liability clauses. Beth will confirm the progress of the new legislation but reminded members that the Charities Commission website displayed only the 2004 Constitution.

**4. 5<sup>th</sup> Birthday Celebrations** – The notes of the 17 June meeting were considered and all Executive members invited to attend the next meeting on 22 July.

**5. Trustee Report** – nothing to report and no date yet fixed for a meeting.

**6. Membership Report** – Pat reported that there were 20 new members in the month, 1449 had paid, outstanding 294. Ted had been provided with a list of outstanding subs with a draft letter. There was some concern at the delay in sending out the letters as this could impinge on the numbers of newsletters being printed and distributed at the end of August. Numbers would be regained by the year-end at present recruitment levels.

**7. Treasurer's Report** – there was no report available

### 8. Committee Reports:

- a) Travel – there was nothing to add to the minutes of the last meeting
- b) Finance – there had been a meeting but the minutes had not yet been circulated. Jeff highlighted some points: some cash books had been handed out but more were needed: accounts were still not audited because of questions; payments by Direct Debit or on-line – Chris Jones has the information; monthly/quarterly paying-in from Groups – Alan would like all Groups to pay in monthly, however small the amount; Groups Support has had a meeting with Alan, they have discussed charging policies and audit trails and their suggestions will go to the next Finance meeting. Copies of these minutes will be circulated.
- c) Social
  - i) Events – Mersey Cruise was enjoyed by most although the food was criticised. Thanks expressed to Norman and Claire Williamson who had organised the coach transport most efficiently. Latecomers to the buffet had had no food although the "early birds" and some staff members appeared to have had several helpings. Invoices had not yet been received and it was AGREED that they should not be paid until some recompense had been offered for the inadequate buffet. It appeared also that there had been no check on tickets as members boarded the ferry. Christmas Lunch was booked and tickets would be available from September.
  - ii) Welfare – this seems to be drifting. Chris P had agreed to pass information to Dorothy but takes no responsibility for developing policies. Many concerns were expressed, particularly the capacity of U3A to take on a social role when other Agencies are better qualified. Perhaps U3A should produce an advice leaflet for members to sign post services? Beth described the proposed One Stop Shop/Brookfield Project for all welfare issues, which should be set up by November. AGREED that this is a main Agenda topic and should be deferred to October with Dorothy in attendance. (Andrew and Stan left at this point)
  - iii) Horizons – Stan Marsters would be retiring from organising the Chair Rota at the year-end.

- d) Groups Support – minutes of the meeting were considered. Jim reported that the Shared Learning project had not been well supported and would be abandoned for the present. David had decided to postpone issues regarding Committee memberships.
- e) Publicity – minutes of the meeting were considered. The 5<sup>th</sup> birthday newsletter insert would involve an increased cost of printing and postage, which would be covered by the 5<sup>th</sup> Birthday budget.

#### **9. Special Projects**

- a) b) c) – no reports
- d) Beth spoke to her paper on Cultural Exchanges and asked for some direction and purpose for continuing this activity. The invitation to go again to Macerata had received no support. Several obstacles to exchanges were mentioned also opportunities for pen friend activities with the language groups or visits to other U3As during short breaks and holidays. AGREED that future exchanges will be abandoned unless one of our Groups wishes to make contact with another U3A (either within the UK or in Europe), in which case Beth would be happy to make the contacts. A note to this effect will be placed in the newsletter.

#### **10. Lancashire Link activities** – Jim reported that a Group Leaders' Seminar would be held in Bolton and a Healthy Ageing Conference in Aughton/Ormskirk, possibly at Edge Hill,

#### **11. Third Age Trust and related items**

- a) National Office Circulars – information had been disseminated to Groups
- b) Third Age Trust AGM – no-one wanted to attend the AGM in Swansea. AGREED that the Chairman, Secretary and Treasurer would agree on the voting for officers and on the resolutions.
- c) Sources – several members requested delivery direct of this educational bulletin. Sue will pass names to HQ.

#### **12. Any other business**

- a) Alan is concerned at the amount of small change that is handed in each week. He would like to help Kath McMinn by buying a coin sorter. AGREED that the most robust and best-priced model should be purchased. Sue suggested asking the Post Office if they could make use of the change. A note in the newsletter, a Group Leaders' email message and a poster could be used to highlight the problem for the organisation in handing over small change.
- b) Sue had received an invitation from the Lancashire Energy Action Partnership asking for help in distributing a Home Energy questionnaire. This will be inserted in the next newsletter for completion and return. A contribution to postage costs will be requested.
- c) Pat asked whether anyone knew a member who could teach sign language. Eric Morris was suggested.

There was no further business and the meeting ended at 1145

Chairman

**The next meeting will be held on Tuesday 12 August in the Scout & Guide HQ starting at 945**