

MINUTES OF A MEETING OF THE TRUSTEES OF AUGHTON & ORMSKIRK U3A

HELD ON MONDAY 9<sup>TH</sup> OCTOBER at 9.30 a.m. in THE MINISTRY CENTRE, AUGHTON

PRESENT: J.H. Roberts, (Chairman), L. Burden, M. Gibbon, I. Grant, G. Latham, T. Morrell, M. Wiechers

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|------|--|--------|
| 1.0  | CHAIRMAN'S WELCOME   | ACTION |
|      | 1.01. The Chairman welcomed everyone to the meeting, with a special welcome to IG.   |        |
| 2.0  | APOLOGIES  |        |
|      | 2.01. There were no apologies.   |        |
| 3.0  | PREVIOUS MINUTES   |        |
|      | 3.01. The Minutes were agreed as a true record and signed by the Chairman.   |        |
| 4.0. | MATTERS ARISING  |        |
|      | 4.01. (7.00) MG suggested that a light buffet be served after the 2018 AGM.  |        |
|      | 4.02. It was also suggested that future AGMs should be as brief as possible.   |        |
|      | 4.03. It was agreed that Reports should be published on the Web Site prior to the AGM.   | LB     |
|      | 4.04. It was felt that the Membership Secretary's analysis of attendance at the AGM was useful.  |        |
|      | 4.05. (12.01) JHR informed the meeting that A. McMinn is Chairing a Working Party to plan a Civic Reception for the 2018 Celebrations.   |        |
|      | 4.06. (12.02) Peter Trigwell is to arrange other events.   |        |
| 5.0  | CORRESPONDENCE   |        |
|      | 5.01. There was no correspondence.   |        |
| 6.0  | TREASURER'S REPORT – GL  |        |
|      | 6.01. The Treasurer gave a presentation. He informed the meeting that we were half-way through the financial year.   |        |
|      | 6.02. A technical mix-up during the printing of the magazine had resulted in an extra cost of £500.  |        |
|      | 6.03. Summary of Cash: In the period April-August 2017 the balance on the Groups' Account has reduced by £8000 mainly as a result of the shortfall between charges of hire of venues and |        |

the 50p attendance fees collected from members.

6.04. Five Italian Groups incur a loss of £700 over a ten week period.

6.05. Statement of Assets: Cash reserves at Year End stand at £98,500.

6.06. Trends: Subsidy/expenses in rental of premises are expected to increase.

6.07 Two Groups will have the cost of Tutors extended for a short period.

## 7.0 UPDATE ON INSURANCES – TM

7.01. TM explained that the TAT arranged Tour Operator's policy gives suitable cover when or if U3A act as organisers rather than use an ABTA travel agent or tour operator.

7.02. The premium, as is the case with the various other policies, is covered by the affiliation capitation fee we pay to the TAT each year. The cover by this and the other policies are satisfactory and almost certainly at less cost than if we did our own arrangements.

7.03. TM to speak to Peter Trigwell about the insurance arrangements of the various paid Tutors used. When TM has an up to date picture he will ask TAT to inform our Insurers of the situation of the A & O U3A as we use paid tutors far more than virtually any other U3A.

7.04. TM to produce an update of his previous "Insurance Report" for the Trustees in view of their ultimate financial and legal responsibilities.

## 8.0 STRATEGY DOCUMENT – GL

8.01. GL presented a Strategy Report to the Meeting. A discussion followed and the following points were raised:

a. It was recognised that change was inevitable and the U3A would need to change. It was no longer just the aspiration of a few members but is now a much larger organisation.

b. Trustees should be primarily responsible for Policy matters and should focus on these.

c. LB reported that Deirdre Slater was leading a Health and Safety Working Party. Alan Starkie was in the process of setting up a Working Party to look into Archiving.

d. It was agreed to forward the Strategy Document to the Members of the Management to study and give suggestions as to how these changes should be met.

Committee for comment.

e. A big aim for next year would be to make members aware of what is happening within

TM

TM

TM

LB

the whole of the U3A. Our organisation will be stronger if the Membership come together.

One idea put forward was that different groups should be featured in our publicity.

9.0. PREMISES – HEALTH AND SAFETY

9.01. Already covered in 8.01.c above.

10.0 2018 CELEBRATIONS

10.01 Already covered in 4.05 and 4.06 above.

11.0. A.O.B

11.01. JHR reported that two entries in Item 6 of the Management Committee Minutes dated 18<sup>th</sup> July, were incorrect:

a. "IG reported that Jeff Roberts does not feel .....strategy plan", should read, 'to highlight a number of policy issues which require to be addressed, and to delegate to the Management Committee the responsibility for implementing those decisions.

b. The procedure for two Trustees to stand down in June 2018 was clarified.

11.02. TM suggested, as part of the 2018 Celebrations, our U3A could consider adopting the Roundabout on County Road. LB to ask Peter Trigwell to include in his proposals.

LB

11.03. GL informed the meeting that he had submitted his resignation to Chairman Ian to stand down on March, 31<sup>st</sup> 2018.

12.01. The dates of the next meetings were agreed.

- a. Monday, 12<sup>th</sup> February
- b. Monday, 16<sup>th</sup> April
- c. Monday, 25<sup>th</sup> June
- d. Monday, 12<sup>th</sup> November

Signed..... Date.....