

Aughton & Ormskirk U3A

Management Committee Meeting

Tuesday 28th February 2023 9.30am

Present: J Tomlinson (Chair), D Fewings (Hon.Treasurer), P Andrews, M Rimmer, E Dixon, L Rippon, D Blanchflower, P Ball, S Kierans (Hon.Secretary), A Trigwell, M Tomlinson

**1. Chairman's Welcome**

Chair welcomed everyone to the meeting.

**2. Apologies**

None

**3. Minutes of previous meeting 22.11.2022**

Accepted as a true and accurate record

**4. Matters Arising**

Rosettes – thanks to Liz for making them. People encouraged to wear them at Horizons making it easier for new members to identify people to speak with.

**5. Correspondence**

None

**6. 20<sup>th</sup> Anniversary Update – July 29th**

Pam Ball gave an update. AVH booked - afternoon tea, a free raffle, dance groups booked in, catering organised. Group showcase – Alan Starkie taking this on. Budget – just over £2000, if sell 200 tickets at £5 each should cover half of cost. June Pardy would like to offer to serve tea in china cups – message been placed in eNews. Finance Committee looked at budget and recommended to MC that Pam keeps them up to date.

**7. Charity Commission – more comprehensive changes in the Charities Act 2023**

They are making some substantial changes in way we have to report things. Bank details have been altered on the site. Sheila has updated names, dates of birth and addresses. Discussion took place

about documents which charity commission need – question asked whether Third Age Trust produce model documents for individual U3A groups to use.

**Action: Charity Commission have also sent out a survey – Chair and Secretary to complete.**

#### **8. Climate Change/Green Initiative. What can we do/are we doing enough/any further suggestions or actions taken?**

Liz Dixon and Megan Tomlinson have done some work on this. Liz has written an article for the next magazine about recycling. Aiming at writing 3 or 4 articles with tips about what we can do as individuals. Discussion took place about availability of recycling at Scout HQ.

Tree planting – AVH said didn't want any more trees. Aughton Parish Council have said they have sufficient trees. If anyone has any other suggestions re location for trees please let the Chair know.

#### **9. Treasurer's Report**

This has been circulated. JVSA – charge this year is £1000 to oversee and report on and produce a set of accounts. JVSA were appointed at the last AGM, suggested that in future the MC be given the authority to appoint auditors rather than the appointment be made at the AGM.

Co-operative bank account now in operation. Cost of handling money and cheques now gone. All monies paid into Co-operative Bank and then transfers are made into HSBC accounts.

Room Hire – AVH have increased charges to £14 per hour (up £2), St Michael's up by £3, Ministry Centre expected to increase by £3 per hour. Currently costs are £11 per hour at Scout HQ. So costs going up 10-15%.

We currently hire a room at Ministry Centre on a Thursday re £6 per hour (£50 per month) which we do not use but in return U3A have access to car parking in the Centre car park.

A note has gone in eNews to try and alleviate the problem.

Paul Andrews agreed to talk to the Vicar to clarify the situation re parking in Ministry Centre.

**Agreed that U3A continue to pay the £50 room hire to the Ministry Centre.**

It was felt that issue of car parking management be left to the Scouts and the Church to address.

Trustees report for accounts – **agreed that Chair would write.**

## **10. Finance Committee Report**

Update given on budget approval for various groups.

Another member needed for Finance Committee.

Alan Starkie looking at process of converting the projector connection to HDMI

## **11. Membership Report**

1467 member, 106 new members since September 2022.

Group Leaders have been asked to update information re members. There are some occasions where information is not up to date.

There is some blurring of responsibilities of Group Support and Membership. To be looked at outside of the meeting.

If an occasional event needs to put something out to all members it was suggested they approach Group Support.

## **12. Communications Report**

Work is being undertaken on magazine – Alan Nolan is working on it. Will be available online with 120 posted. Bill is due to come out of hospital imminently. Many thanks were given to Alan and Joyce Nolan for all of their hard work with respect to website, IT, additional work on the magazine and many other areas.

**It was agreed to look at the list of 120 closely to see if this could be reduced. People who have magazines posted will have to supply a SAE in future.**

## **13. Social Committee Report**

Summer Dance June 16th, Autumn quiz Sept 29th and Christmas Lunch December 8<sup>th</sup> are in process of being organised. Awaiting costs from caterers. Everything is booked.

## **14. Group Support Report**

Meeting taking place next week. Been an increased number of times where group leaders have not let Premises know if a group doesn't meet which means we are being charged for rooms we are not using. Group Leaders should inform Premises and copy John Tomlinson in.

**Action: Paul Andrews to send a note out to all group leaders.**

Letter from Paul Spencer at Edge Hill – the University would like to work more closely with local community – have suggested we would be able to make use of wood working construction facilities – open to 10 people on a Friday for a 10 week course. Course would be on a Friday and held twice per month 10am-2pm. Course at cost £26. Health and safety training would be needed on operation of machinery. Participants to provide own materials and safety clothing eg goggles, aprons.

**Action: Chair to follow up insurance with Third Age Trust**

## **15. AGM**

Thursday 29 June – Ministry Centre – to take place after Horizons around 10.30/11.00. P Andrews to check with Italian Group re availability of room. Proxy voting papers can be sent via email. Voting papers to be sent by post to those who do not have email addresses. Discussion took place regarding accurate recording of attendance at meetings.

**Action: Chair to speak with IT team.**

## **16. A.O.B.**

Speaker meetings – there will not be any in October and from next year they will be the second Thursday of the month – this is to ease membership renewals and congestion.

May 6<sup>th</sup> – Coronation – Vicar has asked if Church and U3A could come together – perhaps use the Ministry Centre for an event to watch the celebrations. To be discussed at Group Support. Felt that we would be happy to support if the Church organised it but recognised that our social committee would not be able to be involved in the organisation due to other commitments.

## **17. Date of next meeting - Tuesday 23<sup>rd</sup> May 2023. 9.30am. Scout & Guide H.Q.**

E Dixon and L Rippon gave apologies in advance.

SIGNED \_\_\_\_\_

PRINT NAME \_\_\_\_\_

DATE \_\_\_\_\_