

Minutes of Committee Meeting		
Time and Date:	10:00 – 12:00	23rd May 2023
Location:	St Helen's Church Centre, Burton Joyce	
Attendees:	Anna Moore, Rupert Williams Alan Comerie Anne Hegarty Christine Shepherd	Elaine Bass, Rob Johnson Sue Berridge Judith Wright
Subject		Action
1.0 Apologies & Welcome Gwen McCormack & David Yates		
2.0 AGM – 8th August 23 Chair's Annual Report - Anna asked for individual reports to be sent to her asap. For assistance view last year's input which is available on our website – AGM – Reports Treasurer's report will be available to view end June Everything to be done 2 weeks before Nomination forms to go out 1 st June and be returned by 31 st July A slide show presentation to be prepared for the AGM	ALL AC/AM	
3.0 Financial Approval It was agreed for spending of £100 or less that approval was only needed by 3 out of 4 of the committee officers Chair/Vice Chair/Business Secretary/Treasurer		
3A Quiz Night Room and Table set up to be done at 3.30 72 tickets sold, Hall booked, fish & chips ordered and prizes - bought 6 bottles of wine, 6 bottles of beer and a wooden spoon as the booby prize Everyone to be notified to bring own salt, vinegar and ketchup as required	RJ	
4.0 Group leaders' information pack Draw group co-ordinators to the national U3A website where they will find Group Convenors/ leaders handbook that they might find useful – it was agreed to download this and send to all group leaders along with information regarding the hire of the community mini bus -Alan to put a link on BJ website for easier access Christine & Anna to compile instructions on how to hire the Nottingham Transport Community Bus	AC CS/AM	

<p>5.0 Gift Aid Update</p> <p>145 members have approved to claim Gift Aid Jacky Kinsey to do the Gift Aid claim manually this year and use the Beacon System next year Jacky Kinsey was approached to take the Treasurer role after the AGM as Anne H will be stepping down after 5 years in the role. Anne H and Jacky to meet up to discuss.</p> <p>Alan to provide a final list and check joint memberships to check if both members are tax payers by end of May</p>	<p>AH/ JK</p> <p>AC</p>
<p>6.0 Publicity Material</p> <p>BJ&D u3a to have a stand at the library's relaunch on Saturday 8th July between 10 – 12. Alan & Christine plus any others who are available on the day to attend with Banner, blue and yellow bunting, new joiners' packs and A5 information sheets – Alan has a quote of £45 per 100 printing costs Judith to make biscuits & will approach Chris Sheath to make Blue & Yellow cup cakes We talked briefly about gift vouchers but it was decided to add to the next meeting agenda</p>	<p>AC/ CS</p> <p>JW SB</p>
<p>7.0 New Members coffee morning</p> <p>Anna to check parking situation at the Wheatsheaf with the new manager Rupert to book a date for the next new members meeting</p>	<p>AM</p> <p>RW</p>
<p>8.0 Outings 2023</p> <p>Bulletin re Princess River Cruise & dinner Sunday 20th August Future Bulletin- Houses of Parliament & Thursford Anna to contact Alwyn</p>	<p>AC</p> <p>AM</p>
<p>8.A Future of Newslines</p> <p>Judith steps down at the end of her term on 1st August It has been decided that going forward we just go with the monthly bulletin and review in the future</p>	<p>ALL</p>
<p>9.0 Matters arising from minutes of last meeting</p> <p>All items covered during meeting</p>	
<p>10 Committee Reports</p> <p>All covered by previously submitted written reports</p>	

11	AOB Sad news re Keith Bowker latest health situation, his wife Cynthia asked for any photos that we may have of Keith participating in u3a activities.	AC
12	Dates of Next Meetings Tuesday 18 th July – change to previous date planned Tuesday 19 th September Tuesday 21 st November	