

Minutes of Committee Meeting		
Time and Date:	28th May 2024	10:00 – 12:00
Location:	St Helen's Church Centre, Burton Joyce	
Attendees:	Anna Moore (Chair) Alan Comerie Gwen McCormick Elaine Bass	Christine Shepherd Rob Johnson David Yates Dave Hoskins
Subject		Action
1.0 Apologies & Welcome		
Apologies were received from Rupert Williams, Sue Berridge and Jacky Kinsey.		
2.0 AGM Tues 13th August –Actions	AC	
Following the same process as for the 2023 AGM, Alan will issue formal notification to all members on June 11 th 2024 of the date, venue, and time of the AGM, together with its agenda. The notification will also include a Committee Nomination Form, which must be completed and returned to the Chair or Vice-Chair by 31 st July.		
Members will be asked to submit any resolutions by 1 st July 2024.		
Members will be reminded that the Minutes of the 2023 AGM together with the 2023 Chair's Report, Treasurer's Report, and 2022-23 accounts can all be viewed on our website and a link to the webpage will be provided.		
Alan expects to circulate the 2023-24 accounts, and the 2024 reports from the Chair and Treasurer at least a week before the AGM to give members the opportunity to review them and consider any questions they wish to raise.		AC
Alan will prepare a PowerPoint presentation for the AGM.		AC
3.0 Succession Planning Handover Period		
Anna will stand down as Chair, having completed a term of 3 years, but she is willing to continue as the main Beacon contact, and to take responsibility for Publicity and for Complaints.		
Alan is willing to be nominated for election as the 2024-25 Chair, David Yates for Business Secretary, and Jacky Kinsey for Treasurer.		
In non-officer roles, Christine is willing to be nominated		

<p>for election as Groups Facilitator, Rupert as Speaker Finder, Gemma Gill as Membership Secretary, Elaine Bass as Social Secretary, and Rob Johnson, Gwen McCormick, and Dave Hoskins are willing to continue as General Committee Members.</p> <p>Anna stated that we are permitted to have 12 Committee members, and asked everyone to look for anyone who may be suitable, especially amongst new members.</p>	ALL
<p>Newsline It was agreed that the Publicity Officer would review continuance of 'Newsline' as part of a wider package of measures.</p>	Publicity Officer
<p>Finance The Treasurer had circulated a report prior to the meeting which principal factor denoted expenditure of circa £25,000.</p> <p>Anne Hegarty had agreed to task the role as Examiner noted the regulatory deadline of 30 June. Given the wide-ranging inconsistent presentation of group financial records, with the registering of individual payments, it was agreed that Jacky would set out an agreed procedure for groups to follow.</p>	JK JK
<p>Trips David Falkner had suggested a trip to the Dudley Black Country Living Museum and discussion took place as to format and mode of future development. It was agreed that the U3A membership would be circulated to determine potential interest, looking to a September visit.</p> <p>Lea Gardens trip in June was in hand and a trip to Trentham Gardens on 12 July noted.</p> <p>'Time Out' events – good responses were noted.</p>	EB
<p>Nottinghamshire Network A new 'Trips & Holidays Peer Support Group' had been established and our u3a will be represented by Elaine.</p> <p>A Network Conference has been scheduled for 21 September at the NGHS with Professor Chris French as principal speaker, with associated talks and workshops. More information about costs etc to be available nearer the time. Anna to circulate to Committee.</p> <p>Reference was made to risk assessments and checklists for organised members' trips.</p>	EB AM

<p>Quiz Night A feedback discussion took place, with overall agreement as to success. The significant majority in favour of a 'bring your own' policy rather than fish and chips was noted. It was agreed that for such future events that pre-booking tables of six, rather than individual tickets would be preferable.</p>	<p>RJ</p>
<p>Future Events There will be an '60's Night' by a local group Revival on 4th October - £15per head – but no fish and chip supper. Commenting on costing, it was noted that there was a 'rolling budgetary provision' with any excess income, or deficit, would be carried forward as a balance in hand for events as they arise.</p>	<p>RJ</p>
<p>Matters Arising The need to maintain overall Committee stability With new members being encouraged to join the Committee, even if only in a 'non-specific role' capacity. 'Digital Exclusion' - There are only 8 members who have not provided email address. Some only interested in attending their groups and others come to monthly meetings when latest information is shared. As we no longer produce Newsline there is no need to send out hard copies.</p>	<p>ALL</p>
<p>Committee Reports Pre meeting reports have been circulated to committee members It was agreed that a free '0300 telephone number' unique to our u3a is a good idea and should be pursued. This will remove the need to publish individual contact details. Agreed - deferred for post August AGM when new Committee Officers are in place.</p>	<p>AC</p>
<p>12 Dates of Future Meetings All Tuesdays at 10 a.m.:-</p> <ul style="list-style-type: none"> ● 30th July, ● 24th September, and ● 19th November. 	