

GLOSSOP U3A

Minutes of Committee Meeting 23rd May 2013

at Bradbury House , Glossop

1. **APOLOGIES:** Jean Cliff; Barbara Connah; Denise Porter; David Wood
2. **PRESENT:** John Searle; Alan Conchie; Maureen Brennan; Maureen Hobson; Doreen Ball; Norma Hayden; Sylvia Rogerson; Maureen Brierley.
3. **MINUTES OF LAST MEETING:** Alan Conchie proposed and Maureen Hobson seconded that the Minutes of the last meeting held on 14th March 2013 be accepted and this was agreed by the Committee.
4. **MATTERS ARISING:**
 - (a) **PAT** - A C reported that he had downloaded a document on Electrical Inspections from U3A and explained that there were various categories of user checks as well as PAT. He explained what particular pieces of equipment needed or did not need to be checked. He also queried whether personal equipment used by members and non – members needed to be checked too.
The Committee decided that
 - (i) anyone bringing external or personal equipment to use in U3A meetings is responsible for it themselves not Glossop U3A;
 - (ii) a list be made of the U3A equipment that needs PAT testing be made and to go ahead with the testing. **Action AC to oversee.**
 - (b) **TEMPORARY MEMBERSHIP:** Alan Conchie read out a telephone discussion he had with Lin Jones from National Office following concern over our Temporary Membership status and Insurance. The Committee discussed the points raised and agreed to change the term “temporary member” to “Prospective Member.” Also agreed that it be made clear that the prospective member can only taste a group once but may try various groups and needs to make an appointment to try the group with the group co-ordinator beforehand.
Also agreed to send out to each group co-ordinator a statement asking them to ensure that a prospective member attends only once and that if they come again to check that he/she has now joined fully. **Action SR/ DP**
 - (c) **SUBSCRIPTION:** to the U3A Magazine – no action is required until October.
 - (d) **LOCKERS:** The larger rented locker is no longer required. **Action MAB to cancel**
 - (e) **CATCHMENT AREA UPDATE:** it was agreed that it should remain as it is – using common sense; suggesting joining U3As that are closer. Also agreed that new members be asked how they could contribute to our U3A. **Action SR/DP to monitor**
 - (f) **SPEAKER’S GROUP:** SR said the group had started with 28 members and had already organised group co-ordinator, the treasurer and keeper of the register and the tea makers. The group also discussed the day and timing of their meeting and decided it would be on the 2nd Monday morning of the month as that was best for them.

A heated discussion followed on fitting in new groups' meetings in the week/ month so that they didn't affect other established groups. It was accepted that it is getting more difficult to do so as the number of groups increases. Appreciation was expressed by the Committee for all the hard work and time given by the group co-ordinators and the group and activities Organisers.

5. CORRESPONDENCE: A warning was received from National Office on Commercial Companies offering inappropriate free talks.

6. TREASURER'S REPORT:

- (i) The Accounts for the half- year to February 28th 2013 have been examined and found to be in order by Ken Charlton who has agreed to be our external examiner. A letter of thanks has been forwarded to him on the Committee's behalf.
- (ii) MAB presented a Budget Forecast and Accounts Summary to the end of April.
- (iii) MAB pointed out that the U3A account was in debit and this would continue to rise to the end of the financial year (August). Extra costs had been added in the year with new membership cards, 3 start- up grants, magazine subscriptions and 2 extra coffee mornings. Of the annual membership fee of £5.00, £3.50 per head pays the National Subscription with only £1.50 per head kept for Glossop U3A's costs. Our annual fee has not increased for a few years as the Committee aimed to reduce Reserves held. MAB requested that money be transferred from the Building Society Account to enable U3A be in credit. JS proposed that £1000 be transferred from the Building Society Account to U3A Current Account. This was seconded by AC and this was agreed by the rest of the Committee. **Action MAB/ JS**

7. COMMITTEE SECRETARY: JC, through John Searle, requested that the Committee check the AGM letter and begin planning for new members of the Committee as several members and officers will have completed their 2 year service. Some will be stepping down and some will stand for re-election in September. It was agreed that this would be finalised at the next meeting.

8. MEMBERSHIP SECRETARY: MB reported that we now have 354 members.

9. EVENT CO-ORDINATOR: DB had nothing to report.

10. GROUP & ACTIVITIES CO-ORDINATOR: SR reported that a new cycling group will be starting soon with Christopher Blackett possibly co-ordinating it.

JS expressed his appreciation of the hard work of SR and DP in enabling and encouraging new groups to get off the ground and the time they give to the U3A.

11. AOB

- (i) After a discussion it was agreed that John Seale would state clearly that all groups are open to all if there is space and that we do not have any that are male or female only.
- (ii) Membership Renewal Fee: as the Reserves will be at an acceptable level for a group of our size and the figure after payment of the capitation fee does not cover our annual basic costs, the Committee will discuss next meeting raising the membership fee in September to either £7, £8, or £9.
- (iii) DB asked about buying loud speakers for U3A and groups to use.
Action- AC to research costs and quality for discussion next meeting.

Meeting ended 2.00pm