



**Minutes of the 180th Committee Meeting of the Buckingham and District
U3A held on
Monday November 22nd 2014 at the Council Chambers**

Present: Clive Cowdy (Chairman), Joan Hatherley (Treasurer), Lilia Bogle (Group Liaison Officer), Don Horne (Publicity), Carolina Kenealy (Newsletter), Roland Simpkins (Website), Paddy Collins (Secretary), John White (Technical Support)

- 1 Welcome and Apologies:** Clive welcomed everyone.
Apologies from Lesley Suggate (Membership Secretary), Martin Paul (Speaker Secretary & Vice Chairman) & Sheila Everson (New Members)
- 2 Minutes of the Last Meeting 20th October 2014**
The minutes were approved and signed by the chairman.
- 3 Matters Arising:**
None that were not dealt with below.
- 4 Co-option of Sheila Everson**
Unanimously agreed to co-opt Sheila. She will look after the new members coffee mornings.
- 6 Review of free holiday places policy.**
After much discussion about the principles not the personalities, it was agreed to uphold the existing policy as agreed at the April committee meeting.
However it was agreed that Beryl Carr could continue advertising her private ventures in the newsletter during 2015.
- 7 Arrangements for November Open Meeting**
Clive ran through the checklist as follows:-
First to Arrive – Dusty Roades
Picture Display – Roland Simpkins
Notice Board – stored at Community Centre
Greeting & Taking Money – Paddy Collins & Roland Simpkins
New Members – Lesley Suggate
Sound System – John White



Catering – Carolina Kenealy
Hand back to Caretaking Staff – Paddy Collins

Arrangements for Xmas Social

Catering for 160 – Carolina Kenealy

Entertainment

Music - subset of Recorders group

Mike Weston to be asked by Clive (*Now confirmed*)

Roger Edwards to be asked to recite a poem by Clive (*Now confirmed*)

Timings – Food to be served at 3:00pm after the entertainment

8 Chairman's Report

U3A Quiz for Beds/Bucks/Herts is being organised by Flitwick U3A and will be on 21/04/15.

There are moves to start a U3A in Brackley. Clive is going to the meeting in February.

Remembrance Day Wreaths – the committee agreed not get into laying a wreath at the war memorial.

Succession- Clive reminded us all that we should try to find a shadow who will be a replacement for ourselves when our 3 year stint is up.

9 Secretary's Report

Electronic versions of draft job descriptions for the committee have been drawn up and handed to role holders present asking them to come back with proposed amendments (if any) to the next meeting. Only exception was for "Newsletter Job Description" which seems to have been overlooked. Paddy & Clive to investigate.

Charity Commission – agreed that the secretary would align our objectives on the charity commission website with those in our 2013 constitution.

(the difference is just to remove reference to "middle-age" on the charity commission website version)

Data backup & contingency– secretary will monthly give the chairman an updated memory stick of important U3A documents held by the secretary.

Monthly circulating correspondence for the attention of the committee will in future be put into PDF form by the secretary and emailed once monthly.

10 Treasurer's Report

Croquet Group Now giving donation of £200 to the cricket club.



Renewal of Costco card Paddy Collins & Carolina to be card holders.

Accounts Treasurer circulated the current position.

We have approx £17k in reserves.

If we gave a once-off subscription holiday next year then our reserves would drop by £7k. Other U3A's have given payment holidays – there is a precedent.

Alternatively we could reduce the annual membership fee to £10 p.a. and reduce the excess over a period of years.

Any Other Business

Membership statistics have been provided by email by the membership secretary.

Website – Roland was thanked for his work on the new website which the committee greatly liked, especially the new functionality around emails.

Lilia is to be provided with data by Joan re venue costs for prospective groups

12 Next Committee Meeting

Monday 15th December 2014 at 10:00a.m. in the Council Chambers.