



University of the Third Age

## BUCKINGHAM & DISTRICT U3A Minutes

**For the 191<sup>st</sup> Committee Meeting to be held at 10.00am on Monday 23<sup>rd</sup> November 2015 in the Buckingham Town Council Chambers**

### **Attendance:**

Present: Clive Cowdy (Chairman), John White (Technical resources), Lilia Bogle (Group Liaison Officer), Carolina Kenealy (Newsletter Editor), Roland Simpkins (Webmaster), Lesley Suggate (Co-opted), Martin Paul (Vice Chairman and Speaker Secretary), Rosemary Gadd (Secretary) Janti Mistry (Membership secretary) Paddy Collins (Treasurer)

And: Anita Savage to observe

Maggie Pringle: Christmas Social

### **1. Welcome**

2. **Apologies:** From French Group and Don Horne

3. **Christmas social:** 16<sup>th</sup> December: Maggie Pringle

Planning small amount of food and Mulled wine

Simple table decorations: Budget apart from hall cost £465 currently: Food around £242.

To be served after entertainment/social at around 3.15. Payment on reclaim from

Maggie. Tables etc sort with Terry. Purchase sugar sachets for future events as cost saving.

Access to hall from 12 via Terry. Maggie to email. Offers of help gratefully received for 1.30.

Monthly tea and coffee remains with Carolina.

4. **Minutes of the Meeting held on 26<sup>th</sup> October 2015**

Signed as correct record. Co-opt Lesley Suggate until Paddy's signatures sorted and after xmas social was agreed.

5. **Matters Arising:**

Payment for Sept speaker sorted.

Membership card waiting to be posted

Lilia working on Membership pack.

New members coffee morning Thursday 3<sup>rd</sup> December. New members meet and greet to be kept separate from Open meetings.

GC's looking for new members could come to New Members morning. Lilia to invite.

Some issues with oversubscribed groups. Lilia working on that issue.

To be raised at January committee meeting. Possible overview post to resolve issue of new members being blocked from over-subscribed groups.

Brackley U3A donation: Proposed amount £500 confirmed.

6. **Chairman's Report:**

- Move AGM to November

Reasons; Accounts timing and half term week. Agreed: Proposed Carolina:

Seconded Lesley Suggate. Committee remains until replaced. May create issue

of being quorate as many more new members.  
Issue with dates for next October meet. 12<sup>th</sup> October agreed.  
Carolina to confirm dates via Newsletter.

- Charity Stall future  
Carolina suggested biannual event to raise funds. Roland suggested raffle at meetings. Dusty had agreed to support this. Clive to confirm this.
- Clive attended Mid Bucks Meeting U3A: All concerned for membership sizes.  
Not an issue in Buckingham

## **7. Treasurer's Report**

- Cover for absence: Temporarily with Roland until shadow appointed
- Paddy will send e files rather than paper copies to secretary as needed
- New trustees forms signed by Janti and Rosemary: Paddy to sort
- Paddy will update Charities registration.
- Verification of accounts is in hand
- Bank signatures need to be sorted:  
Rosemary Gadd to be new signatory with Paddy Collins, Clive Cowdy and Donald Horne : Lesley to be removed. Proposed: Paddy: Lesley seconded.
- Need to write down procedures for Sage in case of absence
- Agreed not to renew Costco.
- Janti to liaise with Paddy re subscriptions.
- Paddy to investigate on line banking with Lloyds.
- Currently 3 banks used. Barclays savings account causing difficulties: Pat Costello only signatory. Need to get monies back next year on renewal.

## **8. Secretary's Report**

Nothing to report

## **9. Membership**

Current membership 685 See report:  
List of lapsed members to be sent out to GC's to check  
All bank payments lumped together  
44 new members since 1<sup>st</sup> September. 8% increase.  
Smooth transition from previous membership secretary

## **10. Website**

Roland to check e mail system for Rosemary  
Roland to check group contact details on e mail

## **11. Social Matters**

Lesley reported New Year's lunch fully booked.  
Pat Costello to be advised if any cancellations  
Lesley to sort raffle with prizes from venue hopefully

Maggie to take over socials one at a time. Working with a small team.  
Carolina monitoring tea and coffee for events and purchasing

Entertainment for Christmas social. Clive to contact hand bell group. Roger Edwards for poem.(Carolina to ask) Mike Weston to be asked by Clive

## **12. Group Liaison Officer**

New groups started: Music for pleasure, Ukelele, Science and Technology, and guitar have all started. Dancing to start in January  
Awaiting coordinator for Beginner Italian.

Lilia to liaise with Paddy re costs of Venues etc.  
Clive mentioned Chantry Chapel as possible venue.  
Differing procedures for GC. : Paddy to pay for rooms. Fees collated and sent to Paddy.  
50p per person for room costs.  
Library: available for 2016 bookings officially. Some groups struggling to book. Lilia aware.  
Church have short term lease on Red Cross building so there may be rooms available there.  
Royal Latin also keen to be used. Have good facilities available.  
Craft ladies going into Buckingham Primary for craft club at lunch times.

### **13. Any Other Business**

Format of group sheet may change (Carolina). Will be 2 pages but easier to add groups.  
Newsletter will be available for Christmas social.  
New groups: Let Carolina **and** Roland know.  
Went through check list for Open meeting  
Links with UOB: Lilia  
Dates of meetings for bookings next 6/12 months RG/Val/CC to liaise  
Replacements needed for display boards: Around £200 agreed spend. Roland to source.

Agreed Agenda Items for December Meeting  
*Guide lines for GC emergencies:*  
*Shadows for Committee posts*  
Agreed Agenda Items for January Meeting  
*Over subscribed Groups*

Meeting closed at 12.30.

Next meeting to be held on Monday 14<sup>th</sup> December, 2015 in the Council Chambers at the Buckingham Community Centre 10am.

**Charity No. 1071631**