



Minutes

For the 193rd Committee Meeting to be held at 10.00 am on Monday 25th January 2016 in the Buckingham Town Council Chambers

- Welcome:

Attendance:

Present: Clive Cowdy (Chairman), Paddy Collins (Treasurer) Lilia Bogle (Group Liaison Officer), Carolina Kenealy (Newsletter Editor), Roland Simpkins (Webmaster), Martin Paul (Vice Chairman and Speaker Secretary), Rosemary Gadd (Secretary) Janti Mistry (Membership secretary) Don Horne (Publicity)

- Apologies: None

- Minutes of the Meeting held on 14th December 2015: Signed as correct

- Matters Arising:

- Chairman's Report:

2 volunteers to be shadows. Mike Baker, as yet to be allocated. Possibly chat to Roland. Dusty Roades has agreed to shadow publicity. Cheque for Young carers in his hands.

Beryl Carr issue with telephone numbers of people who want to go on trips. She needs to source these on booking in future. Janti to liaise.

Beds plus U3a meeting attended. 5 U3a groups attended. Decided to continue meeting. Management information system developments were noted. Information given to Janti. Many U3A's use direct debit systems. Paddy aware. Next quiz (April time) TBA.

- Treasurer's Report

Updating charity commission: Lesley to be taken off.

Cheque signatures sorted: Clive, Paddy, Rosemary, Don

Pat Costello to ask for Barclays Bond to be repaid

Mezzanine room at library: No invoice as yet. Bucks CC to direct debit to Paddy. Some groups worrying about charges but Paddy aware.

e banking with CAF and Paddy investigating with Lloyds. Happy to pursue.

Dual control needed.

Balance sheet available. Bank: £17k . Running down.

- Secretary's Report

Contacted TAT re reading in schools as agreed at last meeting. It will be circulated to ask for advice in next news letter.
Becky Ellers Head at BPS happy to provide training. Await response from TAT

- Membership Secretary
Summary of data: 70 new members. Steady applications. 2 to 5 per week. Current 737. Lapsed reduced to 66. Few pending (8)
Late payers have received standing order forms to encourage prompt payment.
Group capacity: No information on numbers existing. GC requested to provide information. Some outstanding. Need to check whether the groups still exist. Lilia to action.
E mail sent to GC to check size of group is ok. 3 concerns: Gardening issues with summer garden visits. Possibly set up a second group.
Family history. Group is full at 25. Shut for new members.
Book group: Closed because discussion group is at optimum size. Solution needs to come from within the group with new GC.
Possible max group size to force a split. This could be related to size of venue. GC support needed to split. Possibly through use of shadows to learn skill set.
This issue needs to rest with the groups but new members also need to be welcomed.
Need to formalise process of full groups via GC guidelines eg each group MUST have a waiting list. Also to alert Lilia if waiting list building up. Lilia already liaising with new member waiting list.

- Group Liaison Officer: See above also.
Contacted St Peters & St Pauls re use of Red Cross centre. Still being discussed.
Questionnaire: Spoke with Janti: Issues with sizes/venues etc. Lilia will follow up groups above.
Chantry chapel: Rosemary to let Lilia know re contact
GC pack and Guidelines need to be updated.
GC next meeting TBA Possibly for March. GC lunch poorly supported but last meeting quite lively.
New Italian group proposed. Beginners. To be held in a home.

Date for GC Meeting: 7th April pm. 1-4pm. Starting with lunch at 1 then meeting at 2pm. Room booked. Get e copy of guide lines 2 weeks in advance to GC.(Lilia)

Clive to locate a GC pack, or to check with Dusty.

Lunch provision: Check with Maggie Pringle: Carolina to liaise.

- **Speaker Secretary**
Next meeting Pauline Martindale talking about Holloway Prison. Cheque for £75 needed
Moved October speaker: Suffragettes
November AGM
Talked about groups having input into speakers used: Letter to be sent out by Martin. Comments at GC meeting in April.
- **Technical Resources:** JW not attending. Clive to check open meeting covered.
- **Website**
Need to put Ambling group on.
Will check into issue with forwarding emails intact
- **Social Matters**
Most people were appreciative of Christmas lunch. Guide lines for next one from Lesley. Need manager: Less to do if a hotel is used. Next one needs to be planned. Don to take on role. Book for Sunday 15th January
Ran through Wednesday's open meeting. All complete. Clive to bring milk and biscuits.
Carolina would like to pass on responsibilities for tea. Needs someone to ensure supplies and helpers. Carolina to try to recruit.
- **Any Other Business**
List for groups and coordinators accepted
Need a new newsletter editor: Date for last entry 31st March.

Next meeting to be held on February 22nd 2016 at **11 am** in the Council Chambers at the Buckingham Community Centre

Charity No. 1071631