



## Buckingham & District U3A

### Minutes

For the 233rd meeting held on Monday 21 October 2019 at 10 am in the Buckingham Community Centre

Present: Martin Paul (Chairman), Paddy Collins (Treasurer), Steve Heywood (Group Liaison Officer), Derek Morgan (Webmaster), Lorna Joy (Membership Secretary), Carolina Kenealy (Newsletter Editor) and Cliff Dammers (Secretary). Helen Preston, Group Co-ordinator for the Recorders Group also attended.

#### Apologies

Lilia Bogle

Roland Simpkins

The Chairman welcomed the Committee Members and Helen Preston and opened the meeting.

The minutes of the meeting held on 23 September 2019 were approved with two minor corrections.

#### Matters Arising

The Committee discussed the annual general meeting that will be held in November. Committee members, if willing to continue serving, must be nominated and seconded. The Secretary has the nomination forms and will bring them to the Open Meeting on 23 October. The Secretary will also prepare name tags for the new Committee members.

A replacement for John White, Technical Resources, is required. Lorna Joy will ask Simon Kelly if he is willing to take over.

Beryl Carr will officially stand down in January and will no longer be organising outings.

The Committee discussed plans for the Christmas Social to be held on 18 December. Karen Burton and Jo Taylor will handle the catering. They are authorised to spend up to £500. The Recorders Group will play as members arrive, starting at 2:10. The Chairman will welcome

the members. There will be a quiz, distributed in advance and with additional copies on each table. The Recorders Group will perform a 10-15 minute concert. This will be followed by readings by the Poetry Writing Group. The food will then be served and the answers to the quiz read out.

The Secretary reported that he had booked the Dukes Restaurant in the Villiers Hotel for the New Year's Lunch on 12 January 2020. He will agree the menu and pricing when the chef, who is on holiday, returns. The Lunch will be open to members and partners. The Chairman will announce the lunch at the Open Meeting on 23 October and the Secretary will send a hold the date e-mail to all the Group Co-ordinators.

Application forms will be available at the November Open Meeting and the deadline for applying will be agreed with the Villiers Hotel.

There will be a new members coffee morning at 10 am on 13 November 2020. It is being organised by Ginny Booth and will be held in the large hall in the Community Centre. Committee Members are urged to attend.

The Committee discussed the Association's commitment to use Fair Trade coffee and tea. Only such supplies will be used as soon as the existing stocks are used up. The Chairman will mention this at the next Open Meeting.

The Committee discussed having a Group Co-ordinator attend Committee meetings so that they could understand what the Committee does.

Helen Preston explained how the Recorders Group had grown over the years. A second group, Relaxed Recorders, has been formed for members who are new to recorders or who have not played for many years. The Recorders Group attracts members from a wide area.

The Group Liaison Officer will send a notice to all the Group Co-ordinators inviting them to come in turn.

#### Treasurer's Report

The Treasurer reported that the Association's accounts have been examined. They are prepared on a cash basis and some expense for the year just ended are still to be paid. In addition £1700 in Gift Aid was received after the year end. The net revenues for the year were £6000. The increase over the prior year is due to lower postage costs as more and more members use e-mail and no one attending the Third Age Trust AGM. The reserves amount to about five months' turnover..

The Groups are covering their own expenses. There has been no change in the costs of Open Meetings and the Socials. The Association has to pay for some equipment that it owns.

The Membership Secretary needs a new computer; the existing one was new in 2013. The Committee authorised the purchase of a replacement.

Helen Preston reported that she has attended the Third Age Trust Summer School for the last two years and found it very useful.

The Chairman will announce at an Open Meeting that the Association will pay the expenses of members who attend the Third Age Trust Summer School or AGM.

The Treasurer has prepared the Trustees Annual Report and it is ready to be submitted. The Committee approved the Report and authorised it to be submitted.

#### Group Liaison Officer's Report

The Group Liaison Officer reported that the Antiques and Collectibles Group is very enthusiastic but has lost its Group Co-ordinator.

The Friendship Group has been a long standing Group but has not met for a long time and is defunct. The Learning Latin Group is defunct but there is a Latin Reading Group.

The Chairman will announce at the next Open Meeting that Groups should inform the Group Liaison Officer and the Webmaster of changes to the Group Co-ordinator or if a Group is no longer active

The Spanish for Beginners and Improvers Group is meeting in the Library.

#### Membership Secretary's Report

The Membership Secretary reported on the membership. Renewal are coming in slowly. In the past the deadline for paying subscriptions was 15 October. It is now 1st October but some members pay by standing order on 15 October. As a result they will not receive the October issue of the Third Age Trust magazine.

The Committee authorised the purchase of software for the Membership Secretary's work.

#### Webmaster's Report

The Webmaster reported that he had looked at Mail Chimp, an e-mail system. It is very complicated and the Webmaster has found issues with it. He will continue to investigate. The goal is to be able to send an email to all of the members at one go.

**The next meeting of the Committee will be held on 25 November 2019 at 10 am in the Buckingham Community Centre.**

Charity No. 1177534