

Blackbourne U3A
Minutes of Committee meeting 10.00am, 30 September 2024
Conservatory, New Green Centre, Thurston

Present

Liz Morgan	Chair
Sue Adams	Secretary
Brenda Last	Treasurer
Julie Cubitt	Joint Names Registrar
Stephen Cubitt	Joint Names Registrar
Geri Collingwood	Interest Groups Co-ordinator
Sarah Robinson	Assistant Treasurer

Apologies for absence

Chris Ives	Membership Secretary
Bill Blackaby	Minutes Secretary

Ref	Item	Action by	When by
1.	Minutes of previous meeting: 02 July 2024 were signed by the Chair as a correct record.		
2.	Matters arising (those not dealt with through agenda): (i) Newsletter: <ul style="list-style-type: none">Reported that has been no negative feedback from the “non-posting” decision. (ii) Documentation for succession: <ul style="list-style-type: none">Will be a continuing agenda item. (iii) Beacon <ul style="list-style-type: none">Stephen to set up log-ins for all committee members. Action complete. (iv) Webpage update: <ul style="list-style-type: none">New interest groups will be added. Will be actioned when Anne Ling returns from Holiday. (v) Chair layout for lectures: <ul style="list-style-type: none">Chair layout successful – Sue to confirm with NG re future meetings – milk, sugar and trolley for washing up to be in the Bowden Room. Bi-fold doors to be opened for access.	 Sue Sue	 ASAP ASAP

	<p>(vi) Store cupboard: Padlock does not need to be changed. Key and asset list circulated. Key given by New Green new outer door is with SA and to be added to Key holder list. BL – Asset list to be drawn up against purchases made in the accounts.</p> <p>(vii) Promotion of Blackbourne U3A: After discussion Bill agreed to modify and share second draft of artwork. Action to continue.</p>	<p>Sue/Brenda</p> <p>Bill</p>	<p>ASAP</p> <p>ASAP</p>
<p>3.</p>	<p>Chairs report: Liz reported:</p> <ul style="list-style-type: none"> • Constitution - Liz circulated the acceptable wording from Third Age Trust on revised constitution as noted below. Unanimously agreed to put it on the 2025 AGM agenda rather than hold a Special meeting. <p><i>“If insufficient nominations are received to fill the vacancies for Officers and/or Committee members, a majority decision can be taken by The Committee to ask the retiring officer(s)/member(s) to remain in post until the next AGM.”</i></p> <ul style="list-style-type: none"> • Third Age Trust (TAT) AGM Voting – Liz agreed to sign up to vote. All in favour of the proposed resolution to amend the TAT Articles of Association as circulated previously. 	<p>Liz</p>	<p>ASAP</p>
<p>4.</p>	<p>Treasurer’s report: Brenda presented.</p> <ul style="list-style-type: none"> • Current account funds available are £4,542.76. • Cash in hand £175.08. • Following bills to be paid: <ul style="list-style-type: none"> ○ To B Last £180.00 - catering for Group leaders lunch ○ Speaker for October meeting - £50.00 ○ New Green hire - £118.00 for September, £22.00 for committee meeting, £118 for October. • Savings account - £4,208.63, interest rate currently 1.04%. • Banking, on line banking with Santander now set up. 		

	<ul style="list-style-type: none"> • Moving forward Brenda will circulate to committee on a monthly basis a list of payments required for that period. • Agreed Sarah will be given access to the bank account as well as Chris. • A problem has arisen with the old theatre visits group HSBC bank account which should have been closed in September 2022 but which accepted a mistaken payment recently. Brenda to Email to members asking them to delete the old payment details to HSBC should they still have them. 	<p>Brenda</p>	<p>ASAP</p>
<p>5.</p>	<p>Membership Secretary's report:</p> <ul style="list-style-type: none"> • New members added as follows: July - 14 August - 2 Up to 15th September - 10 • During renewal period 53 members were lost, 40 members gained so total membership now stands at 534. 		
<p>6.</p>	<p>Interest groups Co-ordinator's report: Geri reported.</p> <ul style="list-style-type: none"> • Group Leaders lunch, 26 July 2024: <ul style="list-style-type: none"> ○ 21 out of 24 groups represented, plus 4 committee members. Good event and well received. ○ Useful discussions held. ○ Beacon training required, date/time venue to be arranged. • Dining out 3 has had a good start – 3 lunches/meetings held. • Improvisation group (Ali Turnbull) steady start. • Creative Writing (Ann Hunter), dip in attendance over summer should pick up going forward. • Possibility of setting up a new group – “Even Shorter Walks”, Geri to provide support. • Flower Arranging Group – leader is now Tina Taylor, website will be updated. • New Flower Arranging group – Geri providing support to get up and running. • IT sessions run by Liz Chester have been successful, more dates being set up. 	<p>Geri/Stephen</p>	

7.	Beacon Management System update: Stephen reported Working well – no issues.		
8.	Any other business. <ul style="list-style-type: none"> • Christmas social <ul style="list-style-type: none"> ○ Agreed to cater for 150. ○ Following actions agreed: <ul style="list-style-type: none"> ➤ Geri will source raffle prizes up to £100 ➤ Brenda to provide raffle tickets) ➤ Geri to bring along left over drink from Group Leaders' lunch (12 bottles Shloer and 3 orange juice)) ➤ Geri to source 14 non-alcoholic fruit punch) ➤ Sarah to make 150 sausage rolls and buy in vegan and gluten free option.) ➤ Brenda to source mince pies including vegan and gluten free option) ➤ Sarah to source napkins and plates) ➤ Sue to check with New Green availability of wine glasses.))Various	ASAP
9.	Date of Next Meeting: Tuesday 7 January 2025 at 10.00am, Sun Lounge (Conservatory), New Green Centre, Thurston.	All to note	
10.	Meeting closed at: 11.35.		

Signed:Chair

Date:.....