

**Minutes of Committee Meeting held at the  
Laura Trott Centre at 1.30pm on Thursday, 18<sup>th</sup> April 2024**

<b>Steve Sell (SS) Chair</b>	<b>John Durrant (JD) Events Coordinator</b>
<b>Stewart Walter (SW2) Vice Chair</b>	<b>Frank Sluter (FS) Group Co-ordinator</b>
<b>Christine Luff (CL) Secretary</b>	<b>Malcolm Luff (ML) Committee member</b>
<b>Rob Scott (RS) Treasurer</b>	<b>Vanessa Lucas (VL) Committee member</b>
<b>Sue Allum (SA) Speaker Secretary</b>	<b>Heather Douglas (HD) Committee member</b>
<b>Christine Folland (CF) Membership Secretary</b>	<b>Andy Smith (AS) Committee member</b>
<b>Stewart Wagstaff (SW) Asst. Program Editor</b>	

**1. Apologies:** Peter Harris, Tony Knight. Brian Peel attended as an observer.

**2. Minutes of the previous Meeting** held on 21<sup>st</sup> March 2024 agreed.

**3. Matters Arising from the Minutes, not being discussed later:**

**Rob to identify and contact members who have already paid £8.50 and ensure they pay the additional £6.50 to meet the current membership fee and to advise them to change the SO date from November to March. – Still pending, CF & RS working to resolve.**

**It has been confirmed that Jacqui Fry is resigning from the committee. CL will call Jean Wardrop to confirm that she is also resigning.**

**4. Chair's Report:**

Welcome all to our April committee meeting. So sorry that I cannot be at next week's meeting now because of my family funeral. I must admit I was interested to see how Andrew Baker dealt with Nelson Mandela.

It is encouraging to see that our meetings remain well attended and this was the case again in March. Tim Perkins was very friendly and everyone I have spoken to said that they enjoyed his speech. It was interesting to learn about the way the amazing volunteers provide professional search and rescue support to the emergency services alongside the agencies that we are more familiar with. Tim was certainly impressed with the weight of his collection tin after our members responded with enthusiasm.

The queue for membership renewals was still very long at the March meeting; however, the membership team handled it very well and my thanks go out to them once again. They had worked

hard to clear the queue down to just a few latecomers well before the start of the formal part of the meeting. Obviously with the AGM starting at 2.15. next week there will be greater pressure to clear any queue. If there is a problem then latecomers can be advised to renew at the May meeting instead.

Despite increasing the number of programmes to 550 there were still only a handful of copies left for the leaflet holders at the entrance to the centre and these soon disappeared. I know that we try to leave a few with Cheshunt library, and I have taken some around there myself some months. I only hope that Steve Gollop was able to do this last month because I didn't get chance to check with him at the end of the meeting. I guess that with 700 plus members it is to be expected that there is a need for friends to take copies for absent members. I can understand that physical copies are always more desirable, particularly amongst our members even though the programme is available on the Cheshunt u3a website.

I hope some of you will have heard the u3a adverts on Boom Radio recently. Whether this results in an increase in inquiries from listeners looking to join the u3a and more specifically Cheshunt u3a remains to be seen. I'm sure that Boom not being available on FM limits it's audience somewhat.

## **5. Vice Chair's Report:**

Our last meeting in March was again well attended with an interesting speaker, Tim Perkins, who spoke about Midshires Search and Rescue. His talk was well presented and the subject was a volunteer service about which very few people were aware. For once there didn't seem to be a huge exodus once the raffle had been drawn.

The membership table was again very busy and the two Christines did a great job in getting through the membership renewals. Despite notices in all our communications saying they would not be available until April, there were still a number of people queuing to get their membership cards. Thankfully Malcolm and John were on hand to weed them out of the queue. I believe that most people were understanding and patient through this process.

At this months committee meeting we need to make a clear plan for the organisation of the AGM because this is again likely to be a busy meeting with further membership renewals and people also be collecting their new membership cards.

## **6. Business Secretary's Report:**

u3a mailings and web contacts circulated.

Apologies sent to Broxbourne re Civic Ceremony at St Mary's Church, Churchgate, Cheshunt on Sunday 7<sup>th</sup> April 2024.

Confirmation of BArts renewal received for year up to 31 March 2025.

Request made for number of paid up members at 31 March 2024 for Annual Return which has to be submitted by 30 April 2024. *(Confirmed during the meeting by CF as 612).*

**7. Treasurer's report:**Monetary Assets as at 16<sup>th</sup> April 2024

Main Account	£11,154.92
Groups Account (Restricted)	<u>£16,204.80</u>
	£27,359.72
Cash Floats:-	
Membership Secretary	£50.00
Books	£5.00
Cash in hand held by Groups	<u>£2,520.46</u>
	<u>£29,935.18</u>

This last month has seen a lot of activity in the bank accounts. There has been £3422 received in membership fees, with charges of £34.50 deducted from them by Square. Then Sue paid in £117 from the raffle and I paid in £16 for the book receipts, £16 for the puzzles and £33.80 for the tea and coffee.

By far the largest amount paid in however was £31166.50 from the various groups.

Payments made have been – £1036.84 and £270.25 for the hire of the main hall and bar area until the end of August, £360 for the printing of the March programme and accounts, £80 for the March speaker, £239.25 startup costs for some of the new groups and £35 for the “Barts” subscription until March 2025. With various group holidays in the offing, there has been £33133.45 group payments made.

Although I haven't been able to print off the group balances, none are giving any cause for concern.

**8. Membership Secretary's Report:**

Renewals are going well. An estimated 196 members are still to renew. There were 612 members at the end of March and if all renew a total of 788 members.

We had 90 new members last year and 38 new members since January.

Members requesting TAM were well down.

CF requested that Group Leaders look on Beacon to check if their group members have paid. Frank would also send out an email to GL's to check personally at their next meeting (some don't access Beacon).

**Action: Frank to email GL's**

Membership cards are now ready for collection and will be placed on tables in alphabetical order at this month's meeting. Volunteers to man these tables are required. Christine will be on her own this month at the membership table so the queue needs to be carefully managed. Because of the AGM, renewals will stop at 2pm but Christine will stay on after the speaker to handle renewals for people that cannot attend May's meeting.

#### **9. RUG Co-ordinator's Report:**

Tony was not available for the committee meeting. Several RUG's are required as M&G and to help with registration and membership so **CL will call Tony to confirm requirements and check availability.**

#### **10. Speaker Secretary's Report:**

Raffle tickets this month will be red, white and blue to celebrate St. Georges Day.

Speakers for the rest of the year are now confirmed. Sue will provide details of upcoming speakers a couple of months in advance to Vanessa for inclusion on the website and in the programme.

This month's speaker, Andrew Baker, speaking about Nelson Mandela, has a powerpoint and will use our equipment and requires a table for his laptop.

There is no community table this month.

#### **11. Group Co-ordinator's Report:**

There will be no new members table this month due to a lack of people to run it. Any new members to be told that it will be available again in May.

Eileen Funnell is stepping down as GL for EG1, but there is a replacement GL from within the group which will therefore continue.

Reading for Pleasure is folding because GL Carol Hill is stepping down.

The new backgammon group started today with 6 people attending.

The newly formed Pet Lovers Group had a disappointing start when the first meeting in Cedars Park failed to attract any attendees. However, there was heavy rain and the weather that day was generally horrible so understandable that people stayed indoors. GL encouraged to continue and hope for better weather through the summer.

#### **12. Website co-ordinator's Report:**

Vanessa is formally taking over from Peter as website coordinator, although Peter will stay on as a committee member.

The u3a central office team has now copied over the old website to the new format, with the comment that it looks “very busy”. Vanessa is now working on the format to reduce this “busyness” and make it look more like other u3a websites through a process of reorganisation. She is also removing much unnecessary old material which is out of date. It was agreed that in general anything more than 2 years old should be removed.

In the future it is recommended that we encourage several authors to take responsibility for doing their own pages within the website.

Vanessa noted that we must inform the Charity Commission of the changed website address.

**Action: Vanessa to email this information to Rob who will inform the Charity Commission.**

**Action: We must also inform the u3a trust of the change, Peter Harris can do so using CL’s login.**

We also need to make sure that the terms and conditions on the website are correct.

### **13. Programme Editor’s Report:**

600 copies required this month, no more membership renewal forms are required.

The Chairmans report will not be included again this month and the AGM agenda moved to page 3.

### **14. Events Co-ordinator’s Report:**

Because of the AGM it was agreed that committee members, GL’s and helpers should try to arrive a little earlier this month, around 12.30, so that we can aim to open the doors by 13.15.

2 tables are required for membership cards, and only 1 for the membership secretary. The layout of tables will be finalised on the day by John and Malcolm.

16 chairs at the front of the stage facing the meeting are required for committee members.

### **15. Any Other Business:**

- AGM

The running order for the AGM was discussed and agreed.

Tea bar and membership renewals will close at 2pm. GL’s need to start packing up tables at 2pm so that the AGM can start promptly at 2.15pm.

It was noted that no nominations for the committee have been received. Neither have any questions been received.

For proposers and seconders we need to obtain the full name and so there is a requirement for a roving microphone during the meeting.

- Love Cheshunt

Stewart told the meeting that he had heard from Steve Gollop of an organisation set up by local businesses called "Love Cheshunt". They have a website where they state as an objective "*We want to create a thriving local high street that is playing an active role in community by hosting events and activities for the residents to participate in and by engaging with local schools and charities.*" As such it may be something that the u3a gets involved with.

- Square readers

Christine Folland told the meeting that Square have added a new feature that allows users to add detail to payments, e.g. a membership number, which can be used to identify payments. This feature could make a Square reader useful for GL's such as Heather who handles large quantities of cash for holidays etc. Heather will consider this option for the future.

**16. Main Monthly Meeting and AGM: 1.30pm on Thursday 25<sup>th</sup> April 2024**

**17. Next Committee Meeting: 1.30pm on Thursday 16<sup>th</sup> May 2024**

*The meeting closed at 15.25.*