

**Minutes of Committee Meeting held at the  
Laura Trott Centre at 1.30pm on Thursday, 15<sup>th</sup> July 2024**

<b>Stewart Walter (SW2) Vice Chair</b>	<b>Frank Sluter (FS) Group Coordinator</b>
<b>Christine Luff (CL) Secretary</b>	<b>Malcolm Luff (ML) Committee member</b>
<b>Christine Folland (CF) Membership Secretary</b>	<b>John Durrant (JD) Events Coordinator</b>
<b>Stewart Wagstaff (SW) Asst. Program Editor</b>	<b>Heather Douglas (HD) Committee member</b>
<b>Vanessa Lucas (VL) Website Coordinator</b>	<b>Andy Smith (AS) Committee member</b>
<b>Tony Knight (TK) RUG Coordinator</b>	<b>Brian Peel (BP) Committee Member</b>
<b>Sue Allum (SA) Speaker Secretary</b>	

- 1. Apologies:** Steve Sell, Peter Harris, Rob Scott
- 2. Minutes of the previous Meeting** held on 18<sup>th</sup> July 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. ***There are only 5 people affected and in view of the time delay and amount of money involved this item will no longer be pursued.***

**Peter Harris to investigate the possibility of providing some piano lessons with a member of the A Train – still pending**

**RS to investigate interest paying accounts. Still pending**

**A4 Poster for Tesco Notice board - SW to produce. Still pending**

**4. Chair's Report:**

Apologies I cannot be at today's meeting as I am celebrating my eldest grandson's birthday. My thanks to Stewart for running today's committee meeting.

The July speaker Mike Barbakoff presented yet another interesting insight into to the wartime operations at Bletchley Park. It was appreciated that he repeated important details about Bletchley Park at the start both as a short reminder for those members who had attended his talks before and those that had missed his earlier talks.

I have sent an email to Lewis Cocking inviting him to the u3a day that we are holding at the Brookfield Centre. So far all I have received in return is an automated reply as follows:

*'This email has been received by a newly elected MP in the first weeks following an election is likely to receive a significant volume of emails' (exact words!)*

*'Therefore, it is expected that response time to your email will be greater than usual, and your patience is appreciated.'*

Yet again there was only a handful of programme/newsletters left over last month so please can we keep the order at 600 again for this month. In the past attendance usually falls away in the summer months; however, that no longer seems to be the case.

Although I am not at this month's Committee meeting I do intend to be at the Main meeting next week; I am aware of Rob's absence and will bring the cheque book in order to pay the speaker. I need to remind that I will be on holiday for September's Main meeting.

Although we received representation from Wooler u3a re 'Fit for the Future' this has been followed by clarification from the Trust's Chair and I feel we can safely leave interested parties to stress over such matters. We have enough to concern ourselves with our own u3a. However, please feel free to discuss further if you wish to.

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

Our July meeting was yet again well attended and the speaker Mike Barbakoff gave a very entertaining and well-presented talk about the women who worked at Bletchley Park, very much an unknown part of the history of Bletchley Park. He also showed a slide with "recommended reading" which he allowed me to copy and make available on our website.

I did receive a couple of complaints about the temperature in the sports hall. The only thing we could do was open some of the fire doors to let in more of a breeze although this in turn caused some problems for GL's with papers on their tables. This is an insoluble problem with our venue. I will send out an email to members via Beacon at the beginning of next week to remind people dress accordingly, to bring a bottle of water and possibly a hand held fan if they suffer from the heat.

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

u3a mailings circulated.

CLA Licensed purchased by Rob.

Malcolm and I will be away next week so cannot attend the main meeting this month. Janet Wallace will be covering the registration desk with Marilyn and Barry Wallace will also be there to help where needed.

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

Main Account	£8,730.17
Groups Account (Restricted)	<u>£25,209.88</u>
	£33,940.05
Cash Floats:-	
Membership Secretary	£50.00
Books	£5.00
Cash in hand held by Groups	<u>£2,520.46</u>
	<u>£36,515.51</u>

The time between this report and the last one is a little short as I'm away on holiday.

We have received £480 in membership fees and visitors (less Square charges of £6.40): raffle £128.50, books £177.00, puzzles £69.10 and refreshments £85.70. Groups received £14,408.86

I have also been busy getting everything for the Charity Commission updated – the Annual Return, the Trustees' Report and the Accounts have all been submitted, while I have also changed the URL details with them after all Vanessa's sterling work. Finally, I have updated the Trustee details where we have had committee members leaving and joining us.

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

We currently have 744 members. At the last meeting there were 21 new members and also several visitors.

Approximately 300 people attended last month's meeting

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

Jean will again do meet and greet with 1 other RUG required. Alan and Joan will be doing the tea bar.

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

This month's speaker, Roger Browne, has cancelled at short notice for personal reasons. Sue has managed to book Chris Truran again with a different talk: "*First Forensics – The Early Days of Forensic Science*".

**Well done Sue for finding a great replacement at such short notice.**

Broxbourne u3a have been in touch asking for speaker recommendations – Sue will supply.

The community table this month will be taken by Deborah Williams-May of Herts police.

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

Frank is going to order next year's diaries. It was agreed that we should reduce the order from 50 last year to 40 this year

Jenny Christian is going to start a new rummikub group.

Love to Dance is finally looking to start in October. The scout hall in Cheshunt has been booked as the venue.

Pickleball group requires a table at the next meeting.

John informed the meeting that ELG5 is now full and closed to new members. Other ELG's do still have space so new members will be advised to try other groups.

**Action: Vanessa will send out a copy of the text she has for the ELG's to the GL's so that they can amend the wording accordingly.**

Jan Speller has requested help with the New Members Table. Margaret Partridge has offered to do so and help Jan at the next meeting.

New members coffee mornings will be reinstated at the Laura Trott Café at 10.30 on Monday morning following the monthly meeting. Complimentary coffee will be paid for by the u3a. *Note: it is a Bank Holiday this month so the coffee morning will move to Tuesday 27<sup>th</sup> August.* Jan will be given a float to pay for coffees. New members will be allowed to come to more than 1 initial meeting but this will be monitored to avoid abuse Frank is available to join the August meeting.

**Action: Talk to Jan and Margaret at the monthly meeting and Rob to provide Jan with a cash float for coffees.**

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

Vanessa reported the website was still working well and there had been about 5000 views in the 3 months since it went live.

Peter has access for the A-train page to add content and other GL's will be encouraged to do the same for their groups, but so far have been reluctant to take responsibility.

**Action: A presentation about the website to be included on the agenda for the GL's meeting in October.**

Because the website has public access details of forthcoming trips (cost, pickup time, etc) which are not appropriate for general viewing, this will not be posted. The content should be a retrospective of past trips and visits, ideally with photos, to give members a flavour of what these groups get up to.

### 13. Programme Editor's Report:

The number of copies last month seemed to be just right so once again we require 600 copies this month.

For next month's issue we will require 700 so that we have 100 available for the u3a day.

### 14. Events Co-ordinator's Report:

All went smoothly at the July meeting. Not sure if the replacement speaker this month requires a table, to be organised on the day if necessary.

As requested by Heather, it was agreed that the earliest doors would be opened for members to be admitted would be 13.20

### 15. Any Other Business:

- **u3a day: Wednesday 25<sup>th</sup> September**

We will aim to set up at 9am and run the event from 09.30 until 15.00. **Rob will bring the gazebo for 9am**

**Malcolm reported that Steve Gollop has offered to take over as lead organizer for the day.**

Kirstan at LT staff has agreed that we could borrow 3 tables from them for the u3a day. These will be available to collect from the back door at LT from 8am. **Stewart Walter & John D to collect.**

Steve in his capacity of Chair has invited our new MP, Lewis Cocking to attend on the day. Received a standard "holding" email so not known if he will attend.

Stewart Walter has prepared a rolling PowerPoint for the u3a day and will bring on laptop with large screen TV. Power required – socket needs a ladder to reach. **ANDY will bring a folding ladder and security lock for laptop. STEWART will bring laptop, TV screen and extension lead.**

**We will take the tablecloths after the August meeting to use on the day (Steve G)**

Christine to check what brochures we have left from last year. **(Post meeting note: last year's brochures have the old website so are not suitable. Christine to order 100 new ones from u3a at a cost of £45, also 10m of bunting at a cost of £12).**

**Stewart has a copy of our insurance (printed by Christine) which must be shown to Lynn at Tesco on the day.**

In order to ensure that we have coverage throughout the day the following rota was agreed:

<b>BUILD 9am</b>	<b>09.30 – 11.30</b>	<b>11.30 – 13.30</b>	<b>13.30 – 15.00</b>
Steve	Steve	Steve	Steve
Rob	Rob	Heather	Christine
Stewart	Andy	Tony	Malcolm
John	John		Sue
	Stewart		Stewart

- **Christmas Meeting**

Andy has purchased a Bluetooth to jack plug conversion device for £16. This will enable Barry to play backing music through our sound system.

Peter will continue discussions with Barry to confirm participation by the choir.

- **Group Leaders Lunch**

This will be held on Thursday 17<sup>th</sup> October starting at 12.30 before the committee meeting. We agreed that the membership list and group photos should be topics for the GL lunch along with a presentation on the new website. We should hope to use the LT screens for these presentations. Final details of how these topics are presented to be agreed at the next committee meeting. We also need to check with the new café to see if they can provide catering. Suggested numbers for catering reduced to 30 this year (there was a lot of food left last year).

**Action: Rob to book the room from the earlier time of 12 noon.**

- **RUG Volunteers not being used**

Tony told the meeting that a number of his RUGs had been disappointed that they did not very often have any roles at the meetings. After discussion it was suggested that those not doing other things could help with the new members table, assisting Jan and Margaret – perhaps taking new members round the group tables. Someone could also help by providing refreshments for the GL's and other volunteers on reception, raffle etc

**16. Main Monthly Meeting: 1.30pm on Thursday 22<sup>nd</sup> August 2024**

**17. Next Committee Meeting: 1.30pm on Thursday 19<sup>th</sup> September 2024**

*The meeting closed at 15.00*