

**Minutes of Committee Meeting held at the
Laura Trott Centre at 1.30pm on Thursday, 20th March 2025**

Steve Sell (SS) Chair	Frank Sluter (FS) Groups Coordinator
Rob Scott (RS) Treasurer	John Durrant (JD) Events Coordinator
Brian Peel (BP) Assistant Treasurer	Heather Douglas (HD) Committee member
Christine Folland (CF) Membership Secretary	Malcolm Luff (ML) Committee member
Vanessa Lucas (VL) Website Coordinator	Peter Harris (PH) Committee member
Ray Lucas (RL) Programme Editor	Tony Knight (TK) RUGs Coordinator
Stewart Wagstaff (SW) Asst Prog Editor	Jo Ware (JW) Committee Member
Sue Allum (SA) Speaker Secretary	Margaret Partridge (MP) Committee member
Andy Smith (AS) Committee Member	Christine Luff (CL) Secretary

1. Apologies: Stewart Walter. Isabel Martin attended as an Observer with view to becoming Minute Taker.

2. Minutes of the previous Meeting held on 20th February 2025 agreed.

3. Matters Arising from the Minutes,

- The suggestion of speakers taking questions on 1-to-1 basis at the conclusion of their presentation not implemented at last month's meeting, due to time constraint, but to be kept under review.
- Thanks to all who helped with the 2 Membership afternoons.
- Gift Aid – Brian is awaiting response from HMRC. Gift Aid forms signed at membership renewals.
- Explanation of Gift Aid to be given from the stage at March meeting by CF. Templates on website and additional printing done.
- RUGs. CF confirmed list of RUGs received from TK and are now available on Beacon.
- Offer of Ballroom and Latin dance classes – more information still outstanding.

4. Chair's Report:

Welcome all to our March committee meeting. First, I would like to thank all the committee members that helped at the extra renewal sessions this year. I had intended being at the Wednesday session but unfortunately, I was given a hospital appointment at Chase Farm for that date.

The February meeting was once again well attended. Our speaker at that meeting, Philip McKinder delivered an excellent talk about Copped Hall. It is amazing what has been achieved on the property. Philip is a very engaging speaker, and the talk was well received by the members.

I have recently received notification of the facility subsidy awarded to Cheshunt u3a. Once again we have been awarded a 10% subsidy, which this year increases to £904 obviously reflecting inflationary increases in the overall charge. A review of the spreadsheet sent to me indicates that both Broxbourne and Lea Valley u3a are awarded 10% facility subsidies of £290 & £335 respectively. I imagine that their subsidies cover use of the Spotlight for main meetings only. Cheshunt u3a uses the Leisure Centre quite extensively in comparison.

I have submitted the form required for the Older Person's Fair on 4th April and received confirmation in return. The original reply advised that further information will be made available nearer the time.

5. Vice Chair's Report:

Apologies for my absence from this committee meeting, but I can confirm that I will be able to attend the main meeting next week.

Our February meeting had, I believe, a record attendance and once again underlines the healthy support for our u3a. Membership renewals were busy with many people prepared to queue rather than taking the option to renew online. I was not able to attend either of the afternoon renewal sessions but hopefully these were well attended and will reduce the pressure on the membership table at our next meeting. The speaker Philip McKinder gave an interesting talk on Copped Hall, a local venue that sounded to be well worth a visit. He insisted on using his own laptop and then couldn't understand why his slides were not the correct size. Although this was not an issue on the day, it was a function of the software version on his laptop and again shows that, if possible, speakers should bring presentations on a memory stick and use our equipment.

We do now need to finalise nominations for the committee posts which will become vacant ahead of our AGM in April.

6. Business Secretary's Report:

u3a mailings circulated and contacts received via website responded to.

Tony Catarinicchia of Lowewood Museum has been in contact since my recent email and I replied to various questions he raised about the community table and our Local History Group. He also attached posters detailing their current exhibition and forthcoming community appeal day for us to share with our members. ***It was agreed that these could go on our Information Board at the next meeting and perhaps be circulated to members via Beacon.***

Invitation to the annual civic service declined.

April to September 'speaker' information submitted to BArts for their programme.

RS to pay for renewal of BArts subscription - form provided.

Ensure the date of our Christmas meeting, 18th December 2025, is given at the AGM.

7. Treasurer's report:

Monetary Assets as at 19th March 2025

Main Account	£8,913.95
Groups Account (Restricted)	<u>£19,159.47</u>
	£28,073.42
Cash Floats:-	
Membership Secretary	£50.00
Books	£5.00
Cash in hand held by Groups	<u>£2,520.46</u>
	<u><u>£30,648.88</u></u>

During the last month, we have received into the bank £4,599.00 in respect of Membership Fees, less £64.32 charged by the Square organisation, while from the last main meeting £15.00 for the book sales, £30.00 for the Puzzle sales, £155.35 for the Raffle and £22.19 for Refreshments. Finally, the various Groups paid in £36,025.00.

Our outgoings this month were :

£30.49 print cartridges for Brian, £168.00 in respect of the February printing. £147.41 for the hire of the Bar area for the renewal afternoons, £80.00 for the February speaker, £87.39 for a new Hot Water Urn, £538.10 for the Committee/Partners meal and £100 start-up costs for the Love to Dance Group. Finally, we have paid out £34,030.10 for the Groups.

I have now had the accounts checked by Christine Hewkin, the Independent Examiner, and have had them printed and will bring them along next week for distribution to the members.

8. Membership Secretary's Report:

The 800th member was signed up.

The 2 Membership Renewal days went well with 96 on 6th March and 84 on 12th March plus 84 new members and 60+ at the February meeting. 50 renewed on website with approximately 300 renewed out of 800.

Take-up on bank payments has been good.

Gift Aid forms are available and a presentation on this will be given prior to the Speaker at this month's meeting.

Membership statistics 19th March 2025.

Members by status

Current	800
Deceased	20
Lapsed	379
Resigned	33
Total :	1,232

Current members by class

Individual	558	70%
Joint	242	30%
Total :	800	84%
Email	669	84%

Members have 8 weeks grace to renew. Group Leaders to check by the end of May that memberships have been renewed. GL's can also check this on Beacon.

New cards will be available for collection at the April meeting.

9. RUG Co-ordinator's Report:

RUGs for the tea bar have been arranged for this month's meeting, Ann, Margaret and Muriel. .

TK advised he will be away from 10th to 29th April 2025 but will make sure everything is covered prior to this. MP suggested that if RUGs were unable to fill their allocated post it would be helpful if they could find someone to replace them.

10. Speaker Secretary's Report:

4 'recommendations' received, 3 of which we have had in the past 5 years.

November speaker confirmed, awaiting confirmation from the October speaker.

This month's speaker, Steve Dimmer, is bringing his own equipment and USB. He will require a table. He is coming from Northampton and will be here early. Rob to provide cheque for his fee of £120 which includes his travelling costs.

April's speaker will be Gaye Illsley : Lasting Power of Attorney.

We may invite last month's speaker, Philip McKinder, back again next year to speak on a different subject.

11. Group Co-ordinator's Report:

"Love to Dance" started 3 weeks ago.

Line Dancing has ceased. This group was under Broxbourne u3a but is now being run privately.

With 800 members we need to get some new groups set up, such as Bridge, Chess, Ballroom dancing, foreign languages. SW agreed to do forms for this month's meeting, as done previously, asking for ideas on new groups.

Community table is not being used as much, and it was suggested that at the Older Peoples Fair on 4th April 2025 there could be organisations who may be interested. MP offered to check on this.

Age UK and Lowewood Museum have expressed interest, but firm dates are awaited.

12. Website co-ordinator's Report:

Vanessa reported that the website is running well. In February the highest number of hits in a single day were reached,

Renewal and Gift Aid forms are now on the website, and last year's Minutes of AGM and Monthly Committee Meetings to be on there.

National u3a office recommendation is that the website should not be a repository for documents, and it was agreed that they only remain on there for 2 years, perhaps less for programmes.

13. Programme Editor's Report:

650 copies required this month.

As information on the AGM, Chair and Treasurers reports, will be included, it was agreed to be 24 sheets.

RL requested that Group Leaders be encouraged to provide photos of their group activities.

It was also agreed that colour could be used in 2 issues during the year, one in summer, possibly July, and the other at Christmas.

14. Events Co-ordinator's Report:

Table for new members and table for the speaker.

The queueing system was discussed, and it was suggested we speak with Laura Trott to get their views on how to do this without impacting on their activities when the new Committee and Chair are in place.

15. Any Other Business:

- **AGM.** Meeting will start at 2.15pm. Tables and Tea bar to close at 2pm. Agenda will be in the programme this month and accounts will be available at the Registration desk, along with Nomination forms. **CL to print 20. Questions to be received 2 weeks prior to the AGM.**

- **Vacant Committee Positions.** Chair, Vice Chair, Secretary and Assistant Secretary. Proposals were Chair – Stewart Walter, Vice Chair – Jo Ware, Secretary – Heather Douglas and Assistant Secretary Isabel Martin – all to be confirmed. **AS** to take over role of Membership Secretary with **CF** acting as Assistant MS until the renewals are complete, before stepping down
- **Older Persons Fair.** 4th April 2025. U3a banner, programmes and leaflets required.

9am	SW and JD to set up
10am – 12 noon	HD
11am – 1pm	MP
12 noon – 2pm	SS, AS and TK
	SS will take down
- **Enquiry from Coventry University & Imperial College** – Online survey on ‘fear of falling in 60-90 age group to be circulated to members via Beacon. **SW2 to action.**

16. Main Monthly Meeting: 1.30pm on Thursday 27th March 2025

17. Next Committee Meeting: 1.30pm on Thursday 17th April 2025

The meeting closed at 15.40