



**Chester U3A**  
**Minutes of the Committee Meeting held on Wednesday 26<sup>th</sup> September 2017 at**  
**St Columba's Hall Chester at 10.00am.**

**Present:**

Bob Davies	Chair	Angela Tindall	Committee Secretary
Laurence Cole	Business Sec.	Ken Bramham	News Liaison
Gary Nye	Treasurer	Graham Proctor	Committee member
Mal Waite	Committee member	Kay Lunt	Groups Secretary
Patricia Gifford	Membership Sec.	Tim Carley	Vice-Chair

**1. Apologies for absence:**

Liz Flanagan

**2. Minuted of last meeting.**

(i). Accepted as a true record and signed off by the Chair.

**3. Matters arising not covered elsewhere.**

- (i). Sadly Les Edwards has died. The Committee expressed their sympathies to his family and friends. Bob and Jeni Davies attended his funeral
- (ii). The 25<sup>th</sup> Anniversary sub-committee has not yet met.
- (iii). The Inventory e-mail has not yet been done. It will be sent before the next meeting.
- (iv). The headset for the St. Columba's meetings has not yet been bought. It will be ordered to be ready for next Tuesday monthly meeting. ACTION GN.

**4. Chair's Items.**

- (i). Succession. One person has stated their intention to stand for Chair. Two people have stated they may stand for Vice Chair. MW will not be standing for Membership Secretary but another person may stand and MW may stand for the committee.. LC requested that the nomination forms be sent to him.
- (ii). Beacon. The database manager needs to be a trustee as they would have access to data. GN was proposed and it was agreed that he would take up this position.
- (iii). BD has attended the U3A National Conference. There was an excellent talk on Governance. The conference discussed the the future organisation of the U3A, ultimately it looks like little will change in the near future.

**5. Business Secretary's items.**

- (i). Tuesday attendance There had been 165 attendees in August and 180 in September. We are still well below the hall limit.
- (ii). The New Members Lunch will be organised for late January 2018. Harveys would be the preferred caterer.
- (iii). 25<sup>th</sup> Anniversary. Committee asked whether the 250 limit to the hall applied to

seating or was it different for standing events? Would it be possible to put a marquee on the church grounds? Was the ground suitable? LC would query these with Sue Carr. ACTION LC.

## **6. Treasurer's Items.**

- (i). Draft yearly report is on line and committee members were given copies. GN will be on holiday and cannot attend the AGM or next committee meeting. We have a surplus of circa £3k this year. We have spent very little on equipment this year. We may have to buy another computer next year. Beacon will cost us circa £550 per year. GN presented a summary of assets which have a notional value. A complete inventory of all items owned is available.
- (ii). 416 people have paid their subscriptions on line. There had been very few problems which had all been resolved.
- (iii). Gift Aid. Although many members sign Gift Aid forms it is thought that more could do so therefore perhaps we can advertise this more when we change to Beacon.

## **7. Membership Secretary's Items.**

- (i). There are 947 paid up members. This is a significant drop over last year with around 200 not yet renewed. There are 43 new members since last report.
- (ii). There have been several remarks re membership card collection at St. Columba meetings. Some co-ordinators had asked for their members cards but had not collected them. PG has now posted these. The layout and queuing system for cards was not ideal and will be discussed further before next years issue. The Beacon system has the facility to download and print your own card. To be further discussed.

## **8. Monthly Meeting Items**

- (i). Jeni Davies has volunteered to undertake the Speaker Secretary role until the AGM. She does not want to become a committee member. This was agreed.
- (ii). Non arrival of speaker at Tuesday meeting. GP had tried very hard to contact the speaker but could not find a phone number amongst the speaker secretary's papers. The committee thanked his efforts and Godfrey Harrap for his talk.

## **9. Group Items.**

- (i). 30 groups have booked for the co-ordinators lunch. Hall and caterers have been booked. KL asked for assistance on the day. Several committee members volunteered to help. J Carly will present a talk about education days. GN will discuss finance and group accounts. One item for discussion could be a check list for co-ordinators e.g. names, contact details, membership number etc.
- (ii). Philosophy has changed from a local network group to a Chester group. Gardening 2 has started but is still to agree a co-ordinator. Whist and Chess remain possible new groups.

## **10. Communication Items.**

- (i). New system working well. No invoice for group dispatch of e-mails has yet been received despite details being sent out by ourselves last April.

## **11. Social Items.**

- (i). LF is currently on the Chester U3A trip to Italy.

- (ii). Due to a mix up by a new social committee member 2 coaches were accidentally booked for the same trip. After discussion the company providing the coach that was cancelled on the day agreed to discount the cost by one third therefore reducing the loss on the trip.

**12. A.O.B.**

- (i). 25<sup>th</sup> Anniversary. The sub-committee has not yet met.
- (ii). Beacon. This to become an agenda item when GN returns from holiday (January 2018 meeting). A draft plan has been sent to committee members. The data team had commenced the preparation of some data. GN is preparing the necessary spreadsheets. It was suggested that a sub-committee be formed for data collection, preparation and Beacon implementation. GN, KL, PG, TC and LC will form the sub-committee who will report to main committee as Beacon progresses.
- (iii). The computer used by the Geology and History groups is no longer working. A new computer with a DVD is required. It was agreed that BD could purchase a new computer up a maximum cost of £500. ACTION BD.
- (iii). BD gave his thank to the committee for their hard work during his two year tenure as Chairman and especially to TC who stepped in during his illness. The committee thanked BD, TC and PG who are stepping down from the committee.

**13. Date of next meeting.**

- (i). To be agreed by new Chair and committee.

Meeting closed at 12.00pm.

17/11/2017

X *J. M. Carley.*

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Jenny Carley  
Chairman

Friday, 17 November 2017