Witney u3a

Minutes of a Committee Meeting

Held on Tuesday 6th August 2024 at 10.00am

Approved by Committee at

Present
Susie [redacted] (SW)
Doreen [redacted] (DK)
Terry [redacted] (TMc)
Marian [redacted] (MH)
John [redacted] (JP)
Cathy [redacted] (CB)
Marion [redacted] (MCr)
Mike [redacted] (MC)
Apologies
Lynda [redacted] (LG)
Judith [redacted] (JH)
Carol [redacted] (CB)

Minutes
Carole [redacted] (CE)

The meeting started at 10.00am

Narrative	Actions	Date Completed
Minutes for Accuracy The Committee agreed the minutes of the meeting on 2nd July as accurate.		
Matters Arising from the minutes not otherwise on the Agenda. There were none.		
Chairs Report The report had been circulated ahead of the meeting. **Fit for the Future** SW announced that Alan Walmsley, the preferred choice of the committee, had now been elected as Chair of U3A. It is expected that the special resolution, as laid out in the Chair's report, will be presented at the AGM, despite some opposition. SW is awaiting notes of a Chairs' Forum meeting which she will circulate to Committee members, together with any other relevant		

information so that agreement on whether or not to support the resolution can be taken at the next committee meeting. **U3A Insurance** The U3A Insurance FAQs state that if nonmembers attend a group, not only are they not covered by the U3A insurance, but the entire group will not be covered as the insurance is based on u3a being a membership organisation. It was agreed that the Chair will write to the Group Leaders concerned to advise them that because of the insurance implications, those individuals may no longer attend until they join. **Enquiry from Oxfordshire Public Health Team** The Committee discussed whether Witney U3A wished to participate in this pilot scheme on social prescribing as described in the Chair's report. It was thought unlikely that this would be a good fit as members are independent and committed to self-help and there is no support system in place of the sort that may be required. However, the Chair will go ahead with an initial response to find out more and explain the ethos behind u3a.	**SW** **SW**	
Treasurers report The latest accounts had been circulated ahead of the meeting.		
Business Secretary's Report The report had been circulated ahead of the meeting. The Privacy Policy was briefly discussed. The Chair asked MC if he could add his comments to those of Roger Codd before it was finally agreed. CB asked if it could be sent out as a pdf. It is hoped that once the final amendments have been received, it can be adopted by the committee at its next meeting.	**MC** **LG/SW**	
Group Coordinator's Report It was confirmed that the role title is Groups Co-ordinator rather than Groups Administrator, which appears in some places. CB reported that her first new member's meeting was successful. She also reported that there was some		

difficulty in identifying groups on Beacon which had vacancies. Some appeared to have vacancies but were in fact full. She will be working on this and also trying to obtain clearer descriptions of some of the groups from the leaders. It is hoped to start a second scrabble group and a classical music 2 group. Adrian Collins may be giving up as leader of Short Walks. His group will meet shortly to discuss who if anyone is willing to take over.		
Programme Secretary's Report MCr reported that the last speaker meeting, A History of Carry on Films, was very well received with no complaints about the sound quality. It was agreed that the Christmas meeting would not be 'an Event' as described in the printed programme as there are too many members. Instead any parties etc would be held within Groups. MC will look for a speaker for that date. Christmas music and maybe a pop-quiz will be organized. Ted to be asked if he could prepare the quiz. Coffee/tea and mince pies will be provided free to everyone at the meeting.		
Membership Secretary's Report The report had been circulated ahead of the meeting. JP reported that Philip W[redacted] will gradually be taking on the administration of Beacon. One Group leader is still not on Beacon despite having received a password. This is now out of date and they will have to start again. DK will assist. JP will invite Philip to our September meeting as a guest.	**DK/JP**	
Outings Coordinator's Report MH reported that the discrepancy in timing between banking cash and on-line payments means that those paying for outings on-line get preference in booking seats where numbers are limited. MH SW and JH to meet to discuss ways to solve the problem. Following a previous complaint, it was decided that any future complaints would be passed to the Chair to respond. MH was asked to send an email to members promoting Keith's art exhibition in the lower hall.	**MH/SW/JH** **MH/SW** **MH**	

Newsletter, Website and AV Report Reports had been circulated ahead of the meeting. MC reported that the newsletter would be ready imminently. He is about to include the first obituary, for Dorothy Cooper. It will be placed towards the end and headed Condolences. SW will submit an article on Groups on Line (IGO) and something about 'news' from the Trust and the SE Region. MC is continuing to self teach on the new website and is still working towards the end of August. It was agreed that CB and DK will have input in setting up the group page and MH on outings. He supported the view that there were no problems concerning hearing at the recent speaker meetings and registered his thanks to MC for her support following her take over from Corrinne. Roger Codd is happy to continue in his IT role for now but will not attend meetings unless there is a specific IT issue to discuss. Andrew Pringle will shadow him and take over in due course.	**MC** **CB/DK/MH**	
Development Report The report had been circulated ahead of the meeting. DK expanded on the ideas in the report particularly on improving the experience of new members and promoting the Groups; also involving U3A with external groups particularly an initiative between the Nature Group and the Wychwood Forest Trust. A discussion took place on the use of the display boards. It was decided to use them to inform members about the U3A nationally and also online features such as IGO. SW will start this off.	**SW**	
Any Other Business **Card Reader** Members have asked if we could have card reader so they won't need to carry cash. TMc to look into this. **Past Events** It was agreed that past events should not be kept on the website. MC to liaise with Roger Codd. **Church Chairs** The church have been told that some of the chairs have been found to be unsafe. They have set up a working party to replace the bolts. The committee is concerned that this is inadequate. SW to	**TMc** **MC** **SW**	

write to ask that the chairs be replaced. **Fixed Asset Register** As Witney U3A now has several articles, including a cupboard full of china, TMc will set up a Fixed Asset Register and decide which items should be included.	**TMc**	
Date of next Meeting Tuesday 3rd September 2024 at 10.00am The meeting closed at 12.50pm.		

Adopted by committee at meeting on 6th August