

Glenfield u3a Committee Meeting

Held on Tuesday 15th April 2025 at 14.30 hours

at Park House Council Office, Glenfield

1. Present: Paul Linnett [Chair], Michael Barbour, Alistair Exon, Judith Harriman, Sue Lamprell, Paul Marriott, Gill Speechley [left the meeting at 14:35], Andrew Thomas, Joan Thomas, Kim Thorogood, Linda Thompson [Secretary]

2. Apologies: None

3. Minutes: The minutes of the previous meeting held on the 18th March 2025 were corrected, as Kim Thorogood had been marked as present; and were then accepted.

4. Matters arising: Judith noted that the coach for Newarke has been booked, and a deposit paid.

5. Correspondence:

5.1 PaulL received an email from Glenfield Parish Council about the 'Picnic in the Park' on 17th August. **As the deadline for response is 18th July, a decision has been delayed until the next meeting.**

5.2 Email received from Margaret Breugelman, u3a support, about the Annual Return. Linda has actioned this.

5.3 Memo received from Bill Jones requesting £130 to purchase maracas for the Ukulele Group. Approved.

5.4 Email received from Mandy Hutchinson, a foot health professional, who wants us to promote her business to our members. **Alistair to respond that we are not able to do this.**

6. Planning:

6.1 Newarke coach booked. Andrew to be lead for this event, and will report going forward.

6.2 Oxford trip on Wednesday 2nd July: **Judith to let PaulL know how many places are still left.**

7. Reports:

Chairman:

PaulL asked for approval for the expenditure on gifts for members who had retired from the committee. Approved. **Alistair to arrange for PaulL to be reimbursed.**

A new Examiner of the Accounts is needed. **Judith will ask Jenny Downes from the Gardening Group.**

The content of the December monthly meeting on 18th December was discussed. PaulM suggested Sandy Leong, who is currently booked as the speaker for the November meeting - as she has an appropriate talk. **PaulM to contact her to see if she is available, and report back.**

Noticeboards at Monthly Meetings. **Bill Jones to be asked if he is willing to update and store these.** Judith to look at them in the meantime, and the Group Secretaries will ask Coordinators to send updated photos and information. PaulM suggested that notices could be displayed on a screen at monthly meetings.

Handovers have generally been done. Linda to meet with Sue Hodkinson after the meeting, and PaulM has requested a handover with Bill Jones.

In response to a new member wanting to know more about the committee members, it was proposed that a New Member's Coffee Morning be arranged in January 2026.

An incident occurred during Dot Hollins' Monday Walking Group, where a dog knocked over a member and broke their wrist. The Walking Guidelines are to be changed to say NO dogs are allowed in any of the Walking Groups. **SueL to check that the Incident Report has been filed and the template is on Google Drive.**

Membership Secretary: No report, as Gill had left the meeting because of a family matter.

Speaker Secretary: Arrangements for the meeting on 24th April are in hand, with PaulL taking charge, as PaulM will be away. A screen is required. The speaker is Catrin Rutland, and the fee will be £60, plus £43 for travel expenses. PaulM has asked for feedback, as the lady has more talks available.

Treasurer: Accounts for the period ending March 2025 were circulated ahead of the meeting, and accepted. £1,480 has since been paid to u3a headquarters.

Events Secretary: No Secretary in post, with information about the Newarke and Oxford trips being provided earlier.

Groups Secretary:

Kim reported that Peter Knill has suggested that some members might like to come and enjoy a cup of tea/coffee and a biscuit during the Bowls Group activity on Friday afternoons – with a payment of £1. Kim to get more information about the seating etc.

Andrew noted that one Group Coordinator was still to provide an updated list of members.

Business Secretary: The Annual Report has been provided to u3a headquarters, and an updated list of Trustees will be provided to the Charity Commission following the handover from Sue Hodgkinson later that day.

IT Secretary: Sue will transfer documents to Google Drive and DropBox, as required. Sue has attended a course on the Beacon system, with Gill now being the Site Administrator. **Sue will look into the possibility of online applications for membership; and the use of the same password across several addresses.**

Webmaster:

Michael noted that all new details had been updated on the website. The Contacts Button will be removed. SueL and Michael will look at Resources & Policy Documents, with Michael getting access to Google Drive. Michael asked who was now responsible for the loan of equipment. A discussion at the previous meeting had noted that 'arrangements were agreed for the storage of items previously held by Stuart as follows. 2 laptops are to be passed to a job club via Alan & Susan; Alistair is to hold the third in case it is required; Gill is to store the notice board and feather flag; the microphone, speakers stand & Bluetooth speaker are to be stored in the cupboard at St Peter's Hall; the keys to this store are to be passed to PaulL and PaulM; and PaulM is to hold the projector'.

Publicity: Nothing from Dennis Walker or Colin Sage.

8. Any other business: PaulL asked that the Monthly Meeting be added as a standard item on the Agenda.

9. Date of the next meeting: 14.30 at Park House Council Offices on Tuesday 20th May 2025.