

Glenfield u3a Committee Meeting

Tuesday 17th June 2025 at 14.30

At Park House Council Offices, Glenfield

1. Present: Paul Linnett [Chair], Alistair Exon, Sue Lamprell, Paul Marriott, Andrew Thomas, Joan Thomas, Kim Thorogood, Linda Thompson [Secretary]
2. Apologies: Michael Barbour, Judith Harriman, Gill Speechley
3. Minutes of last meeting held on 20th May 2025 – accepted as correct
4. Matters arising not included in the agenda:
 - 4a Roles and Responsibilities document – SueL noted that some committee members had yet to respond; and that she still needs to seek input/feedback from the Welcome team [via Sue Bicknell]; Catering [via Angela Barbour], and Publicity [via Dennis Walker]. She will then send a final version to PaulL; which he will bring to the committee for approval, prior to putting it on Google Drive and the website.
 - 7.2 There are no longer any members on the membership list that are either lapsed or deceased. Kim suggested we establish a policy on how to inform members if somebody dies. **This matter will be discussed under AOB at the July meeting.**
5. Correspondence – Stuart Galloway had written to PaulL to ask if the u3a logo could be used at a Ukelele event in aid of MS. PaulL will let Stuart know that this has been APPROVED.

PaulL has received a communication from the Parish Administrator to say they will carrying out repairs to St Peter's Church Hall. PaulL will keep us updated regarding dates, in case we need to re-arrange the monthly meeting, or cancel any Bowls sessions.

Linda had received a further communication from National HQ regarding the applications for the post of Vice Chairman, along with information required on our voting representatives [which can total 2 based on our membership numbers]. PaulL nominated the Chair and Vice Chair to vote on our behalf.
6. Planning – Judith had communicated that there was one place available on the Oxford trip. No further update had been received from Stuart about the Newark trip.
7. Reports
 - 7.1 Chair – nothing to report.
 - 7.2 Membership Secretary – membership stands at 375, with 2 – 3 being added each month.
 - 7.3 Speaker Secretary – PaulM reported that he was currently looking at two possible speakers on deafness for the November meeting; Claire Marshall from the Hearing Centre, or Kirsty Otley from RNID.

Mike Barton will present 'Our Christmas Story' in December 2025. Sandy Leong will talk about Tea at the meeting in January 2026; and possibly speak again in December 2026.

Martin Lloyd had contacted PaulM to offer a talk on 'Passports; Assassins; Traitors & Spies' in June 2026, but charges £150 (inclusive of travel). It was felt this was too expensive, and the committee suggested PaulM went back to him to say £100 was the maximum we pay.

There was some discussion around the establishment of an annual budget for speakers, but no decision was made.

7.4 Treasurer – Alistair reported that his address now shows on the Charity Commission website, not Alan Hodgkinson's, but he hasn't yet got access to the Gift Aid process.

Gill Speechley's daughter, Helen, has agreed to Examine the Accounts, when required.

Alistair to send the May Accounts to Linda, for circulation with the Minutes.

7.5 Group Secretaries:

- (a) Hobbies Group Secretary – nothing to report.
- (b) Activity Group Secretary – **Andrew to contact the Walking Group Leaders that have not yet informed him of their decision regarding dogs on walks, so that Michael can put this on the website.**

7.6 Business Secretary – nothing further to report.

7.7 IT Secretary – SueL suggested that Glenfield u3a needs to determine the period whereby members are 'retained' on the system, when they are lapsed or deceased.

7.8 Web Master – Michael had communicated to PaulL that "Links on the web pages to documents on the Resources page (*such as Policies, Committee meeting minutes etc*) are in Dropbox so no security log in is needed. He believes Stuart copied the relevant files from Google Drive to Dropbox. At the April 2025 meeting he mentioned that the documents in Dropbox had the incorrect link to our u3a in the header, and the latest ones in Google Drive need to be copied to Dropbox by Sue after the Committee had checked them.

On a practical level he asked if it could be arranged for him to have access to Dropbox to set up Folders specifically for web documents such as the Poetry Group archive for "Poem of the Month?" See 9a for the response/action.

- 8. Arrangements for the Monthly Meeting – Martin Rowley will speak about electric cars at the meeting on 26th June. PaulM hopes to be there, following a procedure the day before.
- 9. Any other business-
 - (a) Updating the website and access rules

A sub group of PaulL; SueL; Alistair and Michael was established to determine which roles, and who, should have access to Google Drive & DropBox; and who will be responsible for putting the information on both. PaulL welcomed comments from committee members.
- 10. Date of the next meeting: 15th July 2025 at 14.30 – Linda will be away, so she will forward a standard Agenda beforehand, and Judith will take Minutes.