

MINUTES OF GLENFIELD u3a COMMITTEE MEETING TUESDAY 15th JULY 2025

Glenfield u3a Committee Meeting

Tuesday 15th July 2025 at 14:30

At Park House Council Offices, Glenfield

1. Present: Paul Linnett [Chair], Gill Speechley, Michael Barbour, Paul Marriott, Andrew Thomas, Joan Thomas, Sue Lamprell, Alistair Exon, Kim Thorogood, Judith Harriman
[Minutes]

2. Apologies: Linda Thompson

3. Minutes of last meeting held on 17th June 2025

Correct

4. Matters arising not included in the agenda:

Roles and Responsibilities document

4a. Colin Sage to be added to the list of Roles and Responsibilities as editor and producer of the newsletter. *Colin is to be contacted about his role by Sue*

4b. Michael asked about responsibility for the noticeboards.

Group Leaders should send updated information to Andrew and Kim, who will forward the updates to Michael to put on the website. Dennis will print out updated information which can then go on the noticeboards.

5. Correspondence – see document [u3a agenda1]

The committee agreed to publicise the request for volunteers for leading reading sessions in libraries. *Paul L to respond to the email and include in the members' monthly update.*

6. Planning

Newark

6a. This has been postponed. It will be rearranged next June but not on a Monday as the museum is closed.

6b. Judith raised the topic of trips and organisation .

Gill has offered to keep a record of finances for trips.

Paul L will ask for volunteers at the monthly meeting and in the monthly members' update.

7. Reports

7.1 Chair:

A member has asked for pictures and C.V.s of committee members. This has been discussed and was decided against.

7.2 Membership Secretary:

We now have 381 members. Gill is updating the trifold leaflet with Dennis.

7.3 Speaker Secretary:

Martin Lloyd won't speak as arranged as his fee seemed too high.

PaulM to report to committee about charges of speakers and we will discuss pricing and a budget.

PaulM is working on the November speaker vacancy.

It was explained that u3a cannot give a fee to a charity speaker. This has to be a personal payment to the speaker as the u3a can't pay a charity direct. If a speaker is representing a charity, members will need to be told in advance so they have the opportunity to bring cash to give at the meeting.

7.4 Treasurer:

Alistair will investigate group accounts no longer live which still have money in them.

7.5 Group Secretaries:

(a) Hobbies Group Secretary

Nothing to report.

(b) Activity Group Secretary

Andrew still needs to contact the walking group leaders about the dog walking policy. Paul Linnett would like a reply on this subject by the next meeting.

7.6 Business Secretary - Not present

7.7 IT Secretary:

Report of sub group dealt with under 9 - AOB

7.8 Web Master

8. Arrangements for the Monthly Meeting

This next meeting is The History of the BBC by David Andrews

9. Any other business

- (a) Updating the website and access rules [u3aagenda2]

We now have two step authentication. Two people are having difficulty.

The meeting was concerned about security for Google Drive. **There will be a new password for Google Drive given to all current committee members at the next meeting.**

Going forward all files on Google Drive, except certain financial ones, will be available to committee members only. Most files also will be available to non-committee members via the website with links to Dropbox.

The committee will determine which files will have access by all members. Only certain files available. Documentation will go on the website.

Policy documents will be studied one each committee meeting, starting the meeting after next.

- (b) Procedures following the death of a member.

Group leaders to inform the Membership Sec and IT Sec to delete person's email off the Beacon record as soon as informed.

Have a deceased file for info if needed for three months.

Chair to be informed of the death so information to be sent out to membership.

Lapsed and resigned members to be kept for 3 months.

- (c) Joan Thomas resigned from the committee with immediate effect. Paul L thanked her for her past services to the committee.

10. Date of the next meeting: Park House Council Offices on 19th August 2025 at 14.30