

WHITCHURCH AND DISTRICT U3A

MINUTES of Committee Meeting held on 19th November 2001 at the Archibald Worthington Club, Whitchurch

PRESENT: Joan Letchford (President): Jim Millar (Chairman): Trevor Davies (Vice Chairman): Peter Spranklin (Treasurer): Doreen White (Secretary): Dorothy Chamberlain, Margaret Cooke, Grace Cunliffe, Rosa Ford, Mavis Ricketts, Mary Tither

The Chairman welcomed Rosa Ford on her return to the Committee

APOLOGIES: An apology for absence was received from Tony Podesta

1. MINUTES: Minutes of meeting held on 22nd October were approved and signed. Proposed by Peter Spranklin, seconded by Trevor Davies and signed by the Chairman.

2. MATTERS ARISING FROM THE MINUTES:-

- (a) CHRISTMAS LUNCH - The Secretary said that to date only 46 members had booked for the lunch and in view of this it was agreed that members could bring guests to swell the numbers. This was to apply to this year's lunch only. It was agreed that members be asked to pay the balance of £8.95 lunch money by 3rd December.
- (b) BALLOT RESULT - The Chairman thanked Trevor and Grace for their efforts in preparing and distributing the ballot forms. 134 forms had been sent out - 114 replies had been received. In answer to the question "Do you think coffee/tea should be available at Monday morning meetings?" 52 members replied Yes: 10 members No: 52 members had no strong views either way: 57 members agreed to help in the preparation of coffee/tea and it was agreed that a Rota prepared by Trevor be posted to the helpers with their Newsletter.

This response level of approx. 85% showed a true reflection of member's opinions and the committee discussed additional comments included on ballot forms.

The Chairman was asked to make the point in the February Newsletter that the 50p contribution from each member attending the Monday morning meetings is to defray room hire costs - tea or coffee are available free of charge.

- (c) HERITAGE CENTRE - The committee considered a suggestion that the U3A give a donation to the Heritage Centre as a thank you for displaying our banner. Following discussion it was unanimously agreed not to give a donation. It was felt that the display of our Banner was an asset to the Heritage Centre and if a donation was once given, further donations would probably be expected annually.

It was suggested that at a later date it might be possible to stage a display in either the Heritage Centre or Public Library to promote Whitchurch U3A.

- (d) FIRST AID - The Chairman said that as agreed he had contacted HQ regarding first aid training and the insurance situation. He had been advised to 'steer clear'. There were many pitfalls and it was unlikely that suitable insurance cover would be available should mishaps occur. He was advised that only very basic first aid (eg cut finger bandaging), should be undertaken. It was suggested that a mobile phone should be carried when appropriate and used to call for help in an emergency.

(e) GROUP ACTIVITIES AND PRESENTATIONS - Mary advised that at the recent Group Leaders' meeting the list of Groups had been updated and that also a provisional list of Group presentations at Monday meetings had been arranged. Details of these were printed in the Newsletter.

3. TREASURER'S REPORT - The Treasurer reported that the bank balances at the 31st October were:-

Current Account	307.09
Deposit Account	1576.52
Petty Cash	1.91
Total	£1885.52

He advised the 50p taken on Monday mornings (except on one occasion) were in excess of the room hire charge. The approximate cost of providing a cup of tea or coffee was 3p.

4. NEWSLETTER - Rosa confirmed that the Newsletter had been completed and had been posted, together with tea/coffee Rota, to all members.

The Chairman thanked Rosa for her work in preparing the Newsletter.

5. MONDAY MORNING SPEAKERS - Mavis advised that she had arranged Speakers for the first six months of next year and details appeared in the current Newsletter.

6. NATIONAL STUDY CONFERENCE 2002 - The Chairman said that he had received a questionnaire on this subject and photostat copies would be given to all committee members for their comments.

7. WELCOME BOOKLET - Rosa circulated a copy of the recently produced leaflet. Following discussion, during which minor changes were suggested, it was agreed that Rosa and Mary finalise the wording.

8. MEMBERS' VIEWS - Mary said following strong views expressed by members in the recent ballot she suggested a meeting be arranged during next year with both committee members and ordinary members present so that views of all could be considered and discussed. This exchange between committee and ordinary members could prove beneficial to all.

Mary also suggested that early in the New Year discussion should take place regarding attendance at the National AGM. The question of attendance costs was a key aspect of this and possibly a more generous contribution to delegates could be given.

MINUTES, previously circulated, were approved and signed

Chairman.....

Date.....