Princes Risborough & District U3A

Minutes of a Committee Meeting held on Thursday March 9th 2023
at 'The Old Stables' Grove Lane, Great Kimble HP17 9TR

1. Present

Malcolm Peckham - Chair
Stephen Cooper - Treasurer
Joseph Needham - Secretary
Ann Banbury - Communications Secretary
Joyce Wooster - Group Leader Coordinator
Maggie Wooster Keyte - Minutes Secretary
Elspeth Banks - Membership Secretary
Peggy Peckham - Recruitment secretary
Maggie Forbes - Social Secretary

Malcolm welcomed everyone to the meeting and thanked Maggie [F] for hosting the meeting.

2. Apologies

Rosemary Woodward-Court - Speaker Secretary

3. Declarations of pecuniary interest

Stephen declared an interest in item 6e.Treasurer at Longwick Village Hall.

4. Minutes of the meeting of January 5th 2023

The minutes of the meeting of 5th January were agreed after Stephen agreed on the previously revised wording and the word 'temporarily' was removed in 6c.

5. Matters Arising

a. **Re 5b Champion for Environmental Issues** No-one had stepped forward for this role so Ann volunteered to do it. Malcolm expressed his thanks to her. It was learned that the Town Council are able to give a talk on this subject.
b. **Re 6f Difficulties re venues and transporting equipment** Malcolm had made investigations with the Wendover u3a who meet in their Parish Church. Following this he had approached the local Baptist Church, who are in the process of upgrading their audio-visual equipment, and St Mary's. St Mary's has good audio-visual equipment, comfortable seating, tea and coffee making facilities and is £50 for the afternoon. Following a discussion it was agreed that Malcolm should pursue the possibility of relocating the monthly meetings to St Mary's later in the year which would enable those without cars to attend and facilitate the delivery of refreshments. It was felt we should stick to a Tuesday for the meetings if possible with a 2-00pm start.

6. Chairman's Report / Issues

a. Seed funding for new set ups.
Peter Dixon had requested a set up fund for his new Petanque group. There is already a set-up of £60 organised for new groups so this was agreed. Maggie [F] was reassured that there is £80 in the Social Fund for her Afternoon Tea and Quiz event.

b. Membership and full time carers
A carer bringing an elderly relative does not have to pay but if the carer comes by herself she is liable to pay.

c. Storage
The cupboard contents will be transferred at some stage from the present location to the Carrington Room. Stephen will contact Donald Rintoul to arrange the transfer and transfer of the lock.

d. Membership audit – identification at meetings
More groups are using Beacon's data base to check their members have subscribed to the u3a.

e. Recognition of Longwick Caretaker's work.
Following a discussion, which Stephen did not take part in, it was agreed to purchase a £25-00p M and S token for the caretaker in recognition of her help to U3A, Malcolm to action.

f. Purchase of head microphone

Two speakers recently had been at a disadvantage using a handheld microphone. Following a discussion it was agreed that Joyce would enquire further with Ken Brazier who has recently purchased a battery operated microphone and would then liaise with Malcolm, Stephen and Rosemary with a view to purchasing one. Rosemary has already offered to acquire.

g. Articles for 'What's On in Risborough'

Arthur Edwards has asked for articles to be placed in this magazine. They should be forwarded to richard@ardquoy.com or richard@whatsoninrisborough.com

h. Risborough Town Festival [June 24th to July 1st] – how do we support / participate in this?

A stall had been manned at a previous Festival but did not attract many people as most of the people attending the Festival were young families. The Open Day held last year in Festival week had been very effective and should be considered for repetition in 2024.

7. Treasurer's Report

Current account balance @ 06 03 2023 £16460.91
Balance @ 01 09 2022 £15237.68
Deposit account balance – unknown – I have yet to write to them to get a balance.
Stephen is getting Group cash balances for 28th February, 2023
18 have so far replied with balances – Total £2419.33 [similar to last year end]
16 are still to reply [5 of these will, he suspects, have zero balances]

a. A small number of groups hold large amounts of funds.

Stephen asked should we discuss the limits that groups can hold. His main concern was what would happen to these funds should the group leader die suddenly and the funds cannot be accessed by another person, as has happened in the past. It was agreed that the way forward would be to advise group leaders that two people should be able to access the funds that the group holds.

b. Increase in Third Age Matters

A letter was received from TAM on 6th January:

Dear Stephen
As you know, the Third Age Matters Magazine [TAM] charge is reviewed each year in line with increases in distribution [including Royal Mail charges] and other related TAM costs.
Throughout 2022 we assessed and renegotiated our relationships with TAM's key suppliers; namely our printers, our distribution company and our advertising sales agency.
Despite this, and as a direct result of inflationary pressures, the costs of printing and distribution have increased by around 10%.
In order for TAM to remain a viable proposition, to be enjoyed by members, the Committee has agreed [with delegated powers from the Trading Company – TATTL Board] a small increase in the annual TAM charge for 2023; from £3.35 to £3.60, representing an increase of 5p per copy, or about 7%; to take effect from April 2023.
This magazine is one of our leading communications channels reaching around 200,000 households with features, news and opinions from across the movement.
Thank you for your continued support

Stephen advised that we do not ask new members if they wish to receive TAM .
He suggested we email all the membership and ask if they wish to continue receiving it.
February we requested 409 copies – members at the same address receive only 1 copy. [current membership 531]
Following a discussion it was agreed by the committee for an email to be sent to all members to elicit the number of members who actually appreciate and wish to continue receiving the magazine. Joe and Stephen to action.

c. Do we have enough bank signatures?

It was confirmed that we have three at present. The Bank do not wish any more.

d. Beacon

Additional groups are beginning to use Beacon – with good effect.
Stephen is conscious that he is the only administrator and that is a big weakness.

He has spoken to Jackie Huntingford [Monthly activities sheet] and Geoff Heyes [Website] looking at the possibility of either of them being administrators but they are both already very committed.
It does not need IT skills – just a receptive mind. Any thoughts?
Joe expressed an interest and will have a look at the site with Stephen before making a decision.

e. Subscription payments

Stephen would prefer people not to pay with cheques. 98 people paid their subscription with cheques. He is upgrading the system to allow on-line renewals.

8. Secretary's Report

Joe advised that he has updated the membership of the committee with the Charity Commission but the accounts are still outstanding for the last financial year.

9. Social Secretary's report

Maggie is holding an Afternoon Tea and Quiz on 29th March in the Carrington Room. She has six helpers and had two unsold tickets left which Joyce and Joe purchased.
Stephen offered to provide a scoring programme for her use.
Malcolm thanked her on behalf of the committee.

10. Group Leader's Report – report from meeting held on 9th January.

Joyce reported that there had been a good turnout with 23 leaders attending. Following tea and biscuits there had been a good discussion covering:

- What's On
- The member who sends Sympathy cards to bereaved members [Maddie Simpkin Phone 344633]
- Monthly notice for chair and tea duties
- Theatre group restarting
- The need for an Environmental Issues Champion.
- The Ukulele group leader had changed the time of his meeting but no-one had turned up leaving him out of pocket. Stephen advised that he should be paid the £60 set up allowance.

Malcolm thanked Joyce for organizing.

11. Town Festival See 6h.

12. AOB

a. Gift Aid

Stephen advised that he cannot make a Gift Aid claim as his name does not match the one held by HMRC. He had also received a letter from Barclays to say that details needed updating. He is pursuing.

b. Book Group

Peggy wondered if the leader of the Book Group had attended the Group Leader's meeting. They meet in the library at present but numbers there are restricted and maybe meeting in someone's home would be more relaxing. Peggy will speak to Geraldine Pincher directly.

c. Reports.

Maggie Minutes - requested that brief reports be emailed to her prior to the meetings, as happened in the past, to avoid her having to make queries during the meeting.

13. Date, time and venue of next meeting.

Thursday May 11th at 10.00 at 'The Old Stables'.