U3A Princes Risborough Committee Meeting Minutes

Date – 10th March 2025 at 9.30am

Venue – **Methodist Church Hall, Wycombe Road, PR, HP27 0DH**

Present

Joe Needham – Co-Chair presiding
Maggie Forbes - Co-chair and Social Secretary
Stephen Cooper – Treasurer and Communications Officer
Peggy Peckham – Secretary
Maggie Wooster-Keyte – Speaker Secretary
Ann Banbury – Group Co-ordinator
Elspeth Banks – Membership Secretary
Mary Garbett – Minutes Secretary

The meeting started at 9.30am.

1) Apologies

None

2) Any changes to declarations of pecuniary interest

No changes. Joe previously declared an interest as he manages the letting of the Methodist Church to u3a groups.

3) Minutes of last meeting held on 27th January 2025

The minutes of the January meeting were approved. Mary will send the final version to Ann for circulation to members and load them on the website and google Drive.

4) Matters arising

a) Wades Centre Storage & Access
Maggie F has spoken with the Wades Centre about access to our storage area and they have advised that access is restricted for security reasons. We are also considering placing a shelving unit into our storage space as a practical alternative to installing fixed shelves.

b) **Contact information for committee members**

To help members recognize the committee members, we are considering displaying their photos, names, and roles on the screen at the start of monthly meetings.

c) Publicity
Mary has received no response to her enquiries so far. Elspeth shared the contact details for her previous contact and Mary will progress.

6. Chairs' report

a. Report on TVN meeting of February 7th

Joe attended the TVN meeting online. They are seeking representatives at a county level to visit local groups and see if there are any issues they can help with. There were some useful points regarding speakers which Joe will feed back to the relevant group leaders.

b. Update from Third Age Trust

There are some useful online sessions coming up to help committee members and group leaders and Joe will share this information with them. Stephen mentioned that the Third Age Trust website contains a lot of useful information to support committees and group leaders. This is available via the members area and members will need to log-in or register to access this.

c. Status on new & resuming groups

Pop choir - The group is looking to use the Methodist Church but a musical leader is needed. The group is looking at starting in two weeks time and meeting on the second and fourth Mondays in the afternoons. Monica Marshall will lead the group and Mary will liaise with her regarding adding a new group page to the website and setting up Monica's access to beacon etc.

The Latin group has restarted and the Psychology group starts this week.

There have also been some enquiries about a Beginner's Spanish group. Maggie F will mention this when she writes in the next monthly diary sheet to see if anyone would be willing to lead the group.

d. Monthly Meetings

Attendance at monthly meetings was discussed.

6. Treasurer's report 10th March 2025

Bank Account

Barclays	8th March, 2025		
Central account balance	£ 15111.21		
Group balance	£ 2244.84		
Total in the bank	£ 17356.05	Jan	£17775.55

I have completed the books for 2023-24 and will meet with the external examiner shortly so they can be posted to the charities account on the Commission website.

I have issued a request for figures of monies held by groups outside of the central account and will receive the figures over the next few days.

We are still financially sound.

7. Secretary's report

a. Privacy Policy review
The policy was reviewed and approved and Mary will load it onto the website.

8. Social Secretary

a. Dung Beatles
60 tickets have been sold and there are currently 50 tickets left. If there are any tickets left by April they will be opened up for other groups to purchase.

9. Reports & Feedback from other Committee members

Maggie W-K suggested Elvis for the Christmas Party and will investigate further. The speaker or entertainment for the AGM will be given further thought.

Elspeth advised that we now have 579 members.

10. AOB – please notify at the start of the meeting

Peggy raised the issue of risk assessments for groups. Venues should have their own risk assessments which can be used. The Risk policy will be reviewed by the committee.

11. Date, time and venue of next meeting

Tuesday 6th May, 3.30pm at The Old Stables.

The meeting closed at 10.30am.