

**Minutes of Committee Meeting  
18<sup>th</sup> May 2022**

The Chair welcomed those present.

There were 10 attendees

The Minutes of the previous meeting were approved.

**Matters arising:**

1. **Speaker meetings/lapel mic progress**- The plan for some members of the committee to meet with prospective speakers was confirmed. A future member speaker has agreed to this. The details of the June session with Sir Lindsay Hoyle were confirmed.
2. **Removal of Earlier Equality and Diversity policy** -this has now been removed- the remaining version being the correct one.
3. **Safeguarding and Finance policy update** [all policies due for review July] - The Safeguarding Policy update awaits input from the Web Editor when more convenient. Nothing needs changing in the Finance policy other than format. Confirmed that this and other formatting issues also need attention.

4. **Microphone progress** – There has been little progress so far owing to uncertainty re. the price range. Resolved to purchase a microphone at £40 in order to move progress.
5. **Confirmation of defibrillator training.** -to take place on Weds. 25<sup>th</sup> May at 10.30. This will be in the newsletter.
6. **St Joseph's club as a venue.** - An informative meeting has taken place. The Board Games Group has been consulted and have no wish to change venue as there are some access and parking issues.  
Resolved to propose it as a venue for new groups and keep the option of its use open for the future.  
A query could be included in the newsletter re. the availability of the facility with particular reference to snooker to gauge interest
7. **Group Convenor meeting-** It has been difficult to find a date for this so far. After discussion: Resolved to propose a meeting date of 29<sup>th</sup> June at 7pm.
8. **Withnell Fold Jubilee Picnic-** There were no updates on this but an invitation was extended to attend and/or provide refreshments or help in the kitchen or bar.

## **Main Business**

- 1 **Treasurer's report and April accounts** [previously circulated] - these were accepted and approved without further comment.

An issue regarding a walking group excursion was clarified.

The method of paying magazine costs was also clarified.

## **2 Changes to Committee and New Banking Permissions**

The following resolutions were proposed by the Chair and passed unanimously:

1. To accept the resignation of the previous Treasurer
2. To appoint the new Treasurer

3. The committee instruct the new Treasurer to contact NatWest Bank, HMRC and the Charities Commission to provide new contact details for West Pennine Villages U3A
4. The committee request the new Treasurer ensure the outgoing treasurer's signatory mandate and contact details be cancelled with NatWest on account 12680117
5. The committee request the new treasurer be added as a signatory to the NatWest account 12680117
6. The committee request the Treasurer set up online banking for the NatWest account 12680117

- 3 **Keeping membership informed-**. It was suggested that they be informed of events via the newsletter and that the information on the website be kept up to date possibly with banners saying e.g. This Month's Events. A further solution was suggested -that the Publicity Secretary be made a member of all groups and therefore be kept up to date with events- provided that group convenor is able to limit numbers where necessary. It should also be ensured that all 'events' are on the events page on the website, including Speaker meetings and theatre trips for example.
- 4 **Falling numbers in some groups?** - There are some lower numbers attending some groups for seasonal reasons. There was discussion of some issues in particular groups- but the conclusion was that it was not a serious issue. It was suggested that a survey be conducted in September of member activity.
- 5 **NW AGM and Conference Day 15<sup>th</sup> June .** -The Chair is attending as voting delegate.

#### **AOB**

- An ecclesiastical Grant is available- although as a whole the wpvu3a does not need additional funds, it was decided to apply on behalf of the Handbells and Croquet Group for additional equipment. The Accessibility Officer agreed to apply.