

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

Welcome and apologies

Attendees: 7

Apols: 4

The minutes of the previous meeting were approved.

**Matters arising:**

- 1 **Lapel mic progress-** A microphone has been purchased, tested and approved. A Bluetooth speaker has also been purchased and will be charged and set up by the Membership Secretary.
- 2 **Progress on Safeguarding and Finance policy updates** -The Safeguarding document has been passed to the Web editor and will be uploaded in due course. The Finance Policy is written and is waiting to be passed to the Web Editor. The changes in the wording of the Finance Policy were communicated to those present  
As all policies are due to be reviewed in July ,those present were reminded that policies need to be re-read for this review at the next meeting.
- 3 **Progress on Banking Issues-** It was confirmed that NatWest Bank online systems would be easy to use. Signatories are changed, the application for Online Banking is made and progressing. Some discussion followed on the advantages of using PayPal and resulting charging implications.
- 4 **Progress on possible Snooker at ST Joseph's Club.**—There is no progress on this to date. Other venues were again discussed with an emphasis on the need for accessibility.

- 5 **Information for members-website and newsletter** -Research is being undertaken into a different Newsletter format
- 6 **NW AGM and Conference Day. -report from Chair** - The day was thought to be useful and the following main points were reported:-
- We are a well-known as a small , very friendly u3a
  - There had been discussion on how to recruit new members
  - Presentation on Online Awareness, particularly secure passwords involving 3 random words.
  - Emphasis on u3a logo no longer representing University.
  - Voting took place.
- 7 **Successful Ecclesiastical Grant -[ Information pre-circulated]**- It was emphasised that the grant was for handbell equipment. Further applications be submitted for to the Council and the National Lottery Fund. It was thought at present not necessary to use any of the grant for Croquet but an application for Sport England was suggested. This will be investigated by the Groups Co-ordinator.

### **Main Business**

**1. Treasurer's report and accounts-[previously circulated] –**

The report and accounts were approved after points regarding group income and PayPal rates were clarified.

**2. Speaker Secretary Report [previously circulated]- decisions on future speakers.**

After some discussion all were approved including a Christmas Quiz on 7<sup>th</sup> December.

Other talks from members were discussed and it was resolved to include such talks as short 20-minute items combined in 1 session with particular reference to a dance session.

**3. Confirmation of preferred email addresses. – Resolved to use Beacon email addresses.**

- 4. Information for Treasurer on Physical assets-** The Treasurer needs information on equipment that is owned, with estimated value and where it is normally stored. This would be needed for any Insurance Claim.

Resolved to inform the Treasurer of such equipment for a register.

- 5. Proposed Refresher course in IT-** It was resolved after some discussion to propose a Wednesday session at WFSSC for this. Also resolved to inform new convenors.

**AOB**

- There are issues regarding members who join late in the year- after discussion it was decided that the current concession for those joining in August should remain..
- There was a question raised by an observing member regarding use of other venues. The member was informed that investigations have been undertaken with mixed results so far. The member was invited to submit any further suggestions/ideas.
- There was a further reminder that members re-read policies before the next meeting.

Date and time of next meeting- 10/8.