Minutes of the Executive Committee Meeting held at Condover, on Monday, 6th January 2025

Present: Alison Richards (Chair), , Glynn Emery, Jane Hague, Neil Lloyd, Michael Theobalds, Christina Gore, Bill Hague

		Action
1	**Chairman's Introduction/Apologies for Absence**	
	The Chair welcomed everyone to the meeting and thanked Christina for hosting.	
	Apologies were received from, Ian Cohen, Jo Cohen David Foster, Linda Wallace, Jean Buswell and Linda Davies.	
2	**Minutes of the Last Meeting**	
	The Chair thanked Jane for producing the minutes, which were accepted as a true record.	
3	**Matters Arising**	
	8.2 Glynn has written instructions for use of the head set. Bill has copy to laminate and bring on Wednesday	WH
	12 Primary school request. Alison has replied, and the request has been posted on our Facebook page.	
4	**Membership Report**	
4.1	236 members now. New members are Joseph Turner, Jill Lees and Michael Dowd.	
4.2	Stuart Lee is joining our u3a, his wife is an associate member). Stuart is not a member of another u3a thus his fee should be £15. He has sent a cheque for £13. Michael to contact and ask for the additional £2.	MT
4.3	Ian and Mary Holland…. were joint members, Ian resigned, and has now rejoined. Their status will need correcting.	MT
4.4	At the last meeting, 2 people filled in forms to join, and paid. The forms have been mislaid. We think the people involved were Anne Holland and Sandra (?) Cook. We ask for them at the Wednesday meeting.	AR
4.5	New members joining between now and April 30th will have membership covered until the end of the membership year in 2026.	MT, GE
5	**Finance**	
5.1	Glynn reported a balance of £3493 but with a shortfall of £44.80	
	Arrangements are in place to cope with the duplicate payments by Seedhouses. Waiting for response from Louise Burgess.	GE
	Balance shows a surplus over budget of £500, but £800 is due to be paid out for the Leaders Lunch later this month, which means an overall deficit of about £300.	

5.2 Alison reported that income has increased by 7% and the outgoings decreased by 7% in the last couple of years. Movement in the right direction but we are still due to be in deficit each year and it is time to increase the fees.

5.3 Audit will need to be done prior to the AGM in March. Glynn to contact Heather Sower again. We agreed she should be given e.g. a bottle of wine, in thanks after the event. GE

6 **Groups**

History Group: Michael reported he has a meeting organised for Monday 13th January, when he thinks the 30 interested parties will be divided up into smaller autonomous groups and the structure decided. MT

Bridge: Jane reported that the names have been passed over to the two volunteer leaders. Linda W has the list. Alison to email Linda for an update. AR

Communications and website

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7.1 Jane said that on the email to members about monthly meetings, she will add the link to the appropriate page of the website, and will generate the QR code for the posters. JH

7.2 Alison reported that there is a typo on the bookmarks stating the March meeting is 11th when in fact the second Wednesday is the 12th. Jane to include the correction in the February meeting notice. JH

7.3 Website statistics. Neil produced these showing November had been busier than December. The home page had most hits. Ukulele group was busy but then some players use their tablet to access the music during play.
Walking group is being regularly updated with their activities and is busy.

7.4 Neil reported that the old website has now been removed entirely. That all the Sitebuilder u3a websites had migrated to the new platform, and that he felt the whole process had been extremely well managed.

8 **Review of November Meeting**

8.1 75+ people attended Max Keen's talk on Richard III. As usual it was popular with the audience, tho' some felt it had gone on a bit too long and that it was difficult to follow all the details.
The New Members meeting went well.

8.2 **Review of December Meeting**

The talk on Babushka was a little too short, but was appreciated by many there. About 46 attended.

9 **Next Meeting –8th January**

Dilwyn Scott to talk about Pat's Cats. Alison will contact Linda/Jean regarding his requirements for Wednesday. AR

Glynn will bring the cheque book, Alison to introduce, Christina to thank. AR, CG GE

10 **Change of the Membership year.**

10.1 We voted on the change first to the membership year and then the increase of fees. Alison will draft the resolution for the AGM. Once agreed it will be posted on the website and included with the Agenda for the AGM. AR

10.2 Alison to draft a Process Document to show stepwise procedure for Membership. AR

11 **Preparation for the AGM**

This will be on 12th March. Jean to double check the speaker is coming on 12th March (queried following the typo on the bookmark) JB AR

Alison will write the Agenda and resolution, and send to Jane for distribution to members 21 days before the AGM (18th February).

Nomination forms need to be in by 12th February.. meeting. all

Alison asks that all who are, or have been officers (Chair, Vice chair, Secretary, Treasurer) to check how much time they have spent in each role, as there are limits set in our constitution. Also, please see the relevant section of the website Section 7 Clause viii. https://much-wenlock.u3asite.uk/administration-policies/

Alison is happy to stand down as Chair.

12 **Policy Book**

Alison and Neil will review the Policy Book, and write a simple summary of the current policies. They ask that all Committee members have a look at the book on the website, so that we don't have to discuss the same issues again and again. https://much-wenlock.u3asite.uk/wp-content/uploads/2024/08/muchwenlocku3apolicybook23jan19.pdf AR, NL all

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Date of Next Meeting AR

3rd February, 10 am, venue to be arranged.

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Any Other Business JH

Jane asked to PDF the Minutes so that the formatting of Actions stayed correct for Apple users.

The meeting closed at 11.45 am