

**Preston and District u3a Committee Meeting**  
**Minutes of the meeting held at 10am on 26<sup>th</sup> September 2024 at**  
**St Cuthbert's Church, Lytham Road, Fulwood, PRESTON**

		<b>Actions</b>
	AJC welcomed the committee and then pointed out the fire exits etc.	
<b>1. In Attendance</b>	Tony Cheetham (AJC) – Chair Kay Harrison (KH) – Vice Chair Sue Holder (SJH) – Secretary Peter Kitchen (PK) – Membership Secretary Sheena Clowes (SC) – Groups Coordinator Cathy Widdows (CW) – Observer	<b>As per signed sheet</b>
<b>2. Apologies</b>	J Nixon (Treasurer), L Mole (Member's Representative), J Savage (Assistant Treasurer), D Parker (Beacon Administrator), Eric Haworth (Observer)	
	<b>OFFICERS' REPORTS circulated (Chair, Membership Secretary) and email from NHS</b>	
<b>3. Minutes of the last meeting</b>	The minutes of the last meeting held on <b>31<sup>st</sup> July 2024</b> were accepted and signed as a true record.	
<b>4. Matters arising from the minutes</b>	Following consultation with N Green, AJC confirmed that there was no issue using the bluebird symbol. Any problems experienced by members could be due to the firewall they were using or incorrect contact information supplied at the outset.  Re. TAT capitation: AJC confirmed that there has been no request for an additional payment.  Re. a lack of invoices from Ashton Methodist and Galloway Halls: SC has notified the management. This issue may be because there were very few meetings at these venues over the summer period. The Fulwood Free Methodist Hall now has a new administrator and there are no outstanding issues.	
<b>5. Recruitment of new Chair</b>	<b>Matters arising from Chair's report</b>  Following the circulation of a revised job description to members, two possible candidates have come forward and the process of involving them in future committee meetings will go ahead.	<b>AJC</b>
<b>6. New website</b>	A Preston and District u3a member, M Simms, has offered to design and build a new website. The committee approved the purchase of a new domain name, prestonu3a.org.uk and the website will use the Kualo platform which also runs Bolton u3a's website where M Simms is the website administrator. The platform will charge a very reasonable annual fee of circa £47. Two other members, D Darwen and A Stone will be part of the project team. AJC will meet the team next week to discuss the size of the task and time scales.	<b>AJC</b>
<b>7. New SumUp device</b>	See Membership Secretary's Report	
<b>8. Investment Account</b>	In the Treasurer's absence, AJC provided a summary of the three u3a accounts which indicated a healthy overall balance. The reserve funds are invested in a bond which matures on 7 <sup>th</sup> October. The committee agreed to roll it over for another year at a rate of 4.86% which requires just one signature.	<b>AJC</b>
<b>9. Fit for The Future – forthcoming vote</b>	The committee discussed the pros and cons of the proposal and concluded that, as the impact on individual u3as would be minimal, Preston and District u3a would abstain.	

<b>10. u3a Matters price increase</b>	It is proposed to increase the cost of u3a Matters from £3.50 to £4.00 although no justification for the increase has been provided by TAT. To avoid wasting money on unwanted copies members will be asked at the time of membership renewal to confirm that they still want a copy. CW offered to update Beacon records accordingly.	
<b>11. Membership Secretary's Report</b>	<p><b>Matters arising from Officer's reports</b></p> <p>There were 774 members when the report was written creating an income of just under £9000.</p> <p>CW and E Howarth (EH) will share the Membership Secretary role; CW will handle forms from new members and renewals where payment is by cheque and EH will use the new SumUp machine at monthly meetings and update Beacon with the payments. Unfortunately the machine provided by KH is unsuitable for use with SumUp so it will be necessary to purchase a bottom-of-the-range mobile for this purpose. W. Brown is currently assessing which mobile would be best and an application for funding will be made to the committee shortly.</p>	
<b>12. Groups Coordinator</b>	<p>Two new beginners' language groups have been established. A tutor is still sought for a beginners' Spanish class.</p> <p>Group web pages will be updated as part of the new website roll out.</p> <p>It is expected that a new Photography Group will be launched in 2025 and managed by C Lamb and E Howarth. A large venue, possibly the Northumbria Hall, may be required for this.</p>	
<b>13. Secretary</b>	<p>CW and EH should be added as Officers on Beacon to ensure that they receive committee reports.</p> <p>The committee decided not to take any action re. the email received from Blackpool NHS.</p>	<b>DP</b>
<b>14. AOB</b>	The Chair has some upcoming commitments which may result in rescheduling of meetings etc.	
<b>15. Date/Time/ Location of next meeting</b>	<p>The next meeting will be held at:  <b>10am on Thursday 29<sup>th</sup> November 2024 in the Melrose Room, St Cuthbert's Church, Fulwood</b></p> <p><b>The Chair</b> thanked the committee and closed the meeting.</p>	

SIGNED AS A TRUE RECORD.....

DATE.....