

**Preston and District u3a Committee Meeting**  
**Minutes of the meeting held at 10am on 31<sup>st</sup> January 2024 at**  
**St Cuthbert's Church, Lytham Road, Fulwood, PRESTON**

	AJC welcomed the committee and then pointed out the fire exits etc.	
		<b>Actions</b>
<b>1. In Attendance</b>	Tony Cheetham (AJC) - Chair Kay Harrison (KH) - Vice Chair Sue Holder (SJH) – Secretary Janet Nixon (JN) - Treasurer Margaret Clark (MC) – Assistant Treasurer Peter Kitchen (PK) - Membership Secretary Sheila Finch (SF) – Members' Representative Sheena Clowes (SC) –Groups Coordinator (co-opted)	<b>As per signed sheet</b>
<b>2. Apologies</b>	David Parker	
<b>3. Minutes of the last meeting</b>	The minutes of the last meeting held on <b>29<sup>th</sup> November</b> were accepted and signed as a true record.	
<b>4. Matters arising from the minutes</b>	The cost of a dongle required to support to an ipad when using the Sum Up device would be minimal. A belly-dancing group now looks unlikely as the teacher has not responded to emails.	
	<b>OFFICERS' REPORTS</b>	
<b>5. Report of Chair</b>	<b>Chair</b> A written report was submitted.  <u>AGM planning and volunteering</u>  No motions have been received. A nomination for the post of Assistant Treasurer has been received. SC confirmed that she is happy to be elected to the committee and AJC confirmed that he would be happy to remain on the committee as Speaker Organiser. Speakers are already organised up to March 2025. The Chair will write to the membership to outline the situation and ask for volunteers for the remaining vacancies. If this action does not elicit a positive response then the constitution permits the committee to request that the retiring chair remain in post until the next AGM in 2025. In this case it would still be necessary to fill the posts of Speaker Organiser and Members' Representative possibly by asking for volunteers at the AGM.	<b>AJC</b>
<b>6. Reports of the Treasurer and Members' Rep</b>	The Treasurer's report included the Statement of Financial Activity and Balance Sheet signed off by M Jones.  <u>Interest Group Subs</u> The Group Attendance Numbers showed clearly that some interest groups are running at a loss and, given the recent rise in accommodation costs, the better attended groups will not be able to subsidise them. Events, quizzes etc are well attended and pay for themselves even making a small profit sometimes. The bottom line is that Preston and District u3a is spending more than it is earning. Inflation is a problem. HMRC are challenging the Gift Aid application within some u3as.. Gift Aid can only be claimed where it benefits the whole membership and Interest Groups only benefit part of the membership. Loss of Gift Aid would mean a loss of over £1000 so it is well worth pursuing the claim. The Membership and Interest Group accounts have to be kept separate. One cannot subsidise the other. This should be made clear to members at the AGM. Based on the current figures Preston u3a will be approximately £1000 worse off this year following on from the increase in accommodation costs in September 2023. Based on the reports the Chair proposed that Interest Group subs be raised by 50p in March and the committee agreed unanimously. The Chair will email members in February to give notice of this decision.	<b>AJC</b>

	<p>The Chair and Treasurer will assess the Operational Cash Budget.</p> <p><u>Venues</u>  St Martin's is a slightly cheaper venue especially if a large hall is required. It is also good value to hire the whole complex at £120/hour. However it is not clear how refreshments would be managed at this venue. It was suggested that smaller groups could perhaps meet in members' homes but this was considered impractical for some groups such as Flower Arranging.  The Chair, Treasurer and Interest Group Coordinator will analyse the small group situation to see if any groups can be combined or meet at a cheaper venue.  There are rooms above The Twelve Tellers in Preston that are normally available free of charge for community activities. The lift is out of action at present so the rooms are unavailable but this might be a solution for some small groups in the future. The Harris Institute, also a community centre, might be another solution.</p>	<p><b>AJC, JN</b></p> <p><b>AJC, JN, SC</b></p>
7. Other issues	<p><u>Policies and Procedures</u>  M Jones is happy to continue revising these and has now moved on to those requiring review in February.</p> <p><u>Fit for the Future</u>  This concerns the restructuring of the Third Age Trust so that there is effectively an 'upper' board dealing with governance and a 'lower' board dealing with regional issues. The Chair agreed to circulate the TAT email to the committee for information.</p> <p><u>Group Leader's and Member's coffee morning</u>  This event is now viable as enough Group leaders have signed up. The cost will be £3.00. Lunch will be provided for Group Leaders at 12.30.  This will be publicised in a newsletter and group leaders should be encouraged to publicise it to their groups.</p>	<p><b>AJC</b></p> <p><b>AJC, SC</b></p>
8. Report of the Membership Secretary	<p>A written report was submitted.  There are currently 778 members.</p>	
9. Any other Business	<p>The Chair expressed his thanks to the retiring Assistant Treasurer (Margaret Clark) and Members' Representative (Sheila Finch) for all their hard work on behalf of members and for the support which they have provided to the Chair and committee.</p>	
10. Date/Time/ Location of next meeting	<p>The next meeting will be held at:  <b>10am on Friday 5<sup>th</sup> April2024</b>  <b>in the Melrose Room,</b>  <b>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.....