

Rutland U3A Committee Meeting Thursday 19th June 2025 @ 9.30am Oakham Town Council Offices, Long Row

Attendees:

Stuart Mason SM, Hedley Greaves HG, Keith Townsend KT, Caroline Henry CH, Janice Ferguson JF, Flic' Brewster FB (Late arrival)

Apologies

Chris Clarke

Minutes of Last Meeting

Minutes Approved and signed

Matters Arising

- Old laptops given to Mike Shea to dispose of.
- AGM Outcomes - Same Roles & Responsibilities as before.
- AGM agenda display for next year (2026)

Dates for Next Meetings

22nd July, 1st September, 6th October, 11th November

IT Report

Written IT Report from Mike Shea

Copy of report submitted previously – all agreed

Further Items arising for IT

Laptops 1 & @ have been passed to Mike to be wiped and donated to charity as advice given in Written Report.

Action – None

Data Protection

Still no designated Committee Member for this. We use the National U3A Guidance which is on Website and monitored by Committee members in the meantime.

Action – SM to put out another plea to join us to. (DP is the only legal requirement to have a NAMED Committee Member with Responsibility. Safety & Safe Guarding can be a whole Committee Responsibility.)

Chair's Report (SM)

Verbal Report

Actions – None

Speaker Secretary Report (WA)

Verbal Report from WA. Sept Speaker has cancelled due to ill health, WA following up leads for a replacement.

SM will get bottles of water for Arboretum trip as predicted to be hot. WA has emailed those going to advise on hats & sunscreen etc. Trip full & waiting list.

Membership Secretary Report (JF)

654 Members as of today. 1 member has not received receipt for subs.

Actions – SM to email through incse it has been put in their Spam, (JF has also emailed.)

Social Secretary Report

Still no designated Committee Member. Possibility of recruiting a Social Group to share organising these activities. CS would help them set this up and use the usual communications to inform members. There are 1-3 members who might consider this.

Actions - SM & CS to approach members informally

Groups Secretary Report CC

No Report CC sent apologies

Secretary's Report (HG)

CS officially assumed Responsibility for this role following elections at AGM. She has been working alongside HG.

Actions – CS to check dates of Policy Reviews. Date Protection, Health & Safety specifically and also check review dates for other policies required.

Treasurer's Report (KT)

All accounts etc up to date. There are alterations to 'Gift Aid' nationally which we claim back on from our membership subscriptions. IF you are not a UK Tax Payer you are not able to claim Gift Aid. Not Partners. Next year we will have to redesign the Membership Renewal to reflect this change in the law with a Tick Box to enable members to indicate if they pay UK Tax. Bob has a few more glitches to sort out, this should be completed by the end of July, his access to Beacon can then be revoked.

CS & KT to HSBC on 20th June to remove HG from account and transfer to CS.

Actions –KT to produce a summary of the gift aid changes.

- CS to take Debit Card

AOB

Following up from AGM The Constitution can only be changed at the AGM & Minuted. Our previous Constitution as publish had a glitch of points 1-3 repeated.

Meeting closed at 10.30am

The Treasurers Report for AGM needs to be amended in light of discussion.

Confirmation of Murray Walne doing End of Year Audit for 2025-6.

AOB

Elections at AGM to confirm Committee then we can arrange the next Meeting.

Meeting Ended @ 11.33am