

U3a CHRISTCHURCH COMMITTEE MEETING

MINUTES 29 June 2021

Present: John Wingfield (Chair) Keith Weston (Treasurer) Dee Collins (Assistant Programme Co-ordinator) Eileen Lancaster (Joint Membership Secretary) Kathleen Smith (Joint Membership Secretary) Paula Watton (Publicity Officer) John Fairbairn (New Members Contact) Janice Miller (V. Brass) Sue Fillery (Business Secretary)

Apologies Jill Dale (Groups Co-ordinator) Judy Hall (Venues Secretary) Helen Heatley (Programme Co-ordinator)

1. **Minutes of last meeting**. The Minutes of the Committee meeting held on 25 May 2021 were approved.

2. **Matters Arising** Sue Fillery introduced and welcomed as new Business Secretary.

3. **Actions**

- Paula Watton had accepted responsibility for the website content.
- Keith Weston said his investigation of business liability insurance to cover travel and theatre trips is ongoing.
- John Wingfield to contact a Sign Writer for the rebranded u3a signage for the EpiCentre.
- John Wingfield to contact Paul Farndon (golf group leader) regarding financial support for green fees.
- John Wingfield to check committee member job descriptions on the website are accurate.
- Eileen Lancaster said the difficulties in using Paypal had been fixed.
- Eileen Lancaster to set up Christchurch u3a on Facebook to help members keep in touch.

4. **Chair's Report** John had replied to a complaint regarding an item in the Newsletter. It was considered the article had been too political. It was agreed that items of a political nature should not be in the Newsletter.

5. **Treasurer's Report** Keith's report had been sent to all Committee members. It was suggested that Sundries should be broken down into separate items e.g. 3rd Age matters, publicity costs. The Epicentre costs were queried. Keith said

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they covered telephone, broadband and maintenance costs which were expensive.

6. **New Members Contact Report** John had nothing to report.
7. **Membership Secretary's Report** Eileen and Kathleen had nothing to report.
8. **Programme Co-ordinator's Report** In her absence Helen had sent a copy of her report to all committee members. Dee confirmed the Programme launch date would be 16 August 2021.
9. **Assistant Programme Co-ordinator's Report** Dee has purchased a u3a feather flag for advertising outside the Epicentre.
10. **Groups Co-ordinator's Report** Apologies received from Jill.
11. **Venues Secretary Report** Apologies received from Judy.
12. **Publicity Officer's Report** Paula said the u3a celebration on 2 June at Saxon Square, Christchurch had gone well. Possible future dates were:
 - 7/8 August - Skate & Surf, Fisherman's Wharf, Southbourne
 - 14/15 August - Christchurch Carnival, The Quomps, Christchurch
 - 11 September - The Quomps, Christchurch
 - All to be confirmed subject to Covid restrictions. Paula to organise.
13. **Vintage Brass Report** Janice reported that informal practise meetings were being held. A Christmas concert was booked for 4 December at St. Christopher's.
14. **A.O.B**
 - John Wingfield to advertise for a replacement for Jill Dale's role as Groups Co-ordinator.
 - John Wingfield said that Ron Watson was making a good recovery.
 - Volunteers are required to help with coffee mornings and tea meetings.
15. **Date of next meeting** Tuesday 7 September 2021 at 2 pm