

No	Minute	Action by
1	Present: Gary Russell, Marcia Humphries, Doug Jones, Laurence Parry, Andrew Mason, Ben Fielding, Richard Hopkins & Rob Middleton.	
2	Apologies: Sally Corbett, Andrew Collier	
3	Minutes of the meeting held on 12th Nov: Acceptance proposed by Richard seconded by Rob & approved.	
4	Matters arising from the minutes: None	
5	U3A Chair:	
6	Treasurer's Report: Rob presented his proposed annual report for the AGM. Accounts for 2024 had been circulated. The Writing groups have repaid their loan. Rob outlined the purpose of having a reserves policy, mainly if we had to close, we'd be able to meet all liabilities. It was due for review. His recommendation of a range of £8,000 to £10,500 was accepted for this year. Review Jan 2026....Sec will put on agenda.	Marcia
7	<p>u3a Procedures & Responsibilities: We discussed procedures for collecting money for visits & events. Rob will recommend standard procedures to be outlined to organisers to avoid the unpleasantness of 2024.</p> <p>We need to ratify appointments of Richard as V-C & Rob as Treasurer at the AGM. Sec will put on agenda. Rob asked whether Norah Clarke's appointment as auditor had been ratified. Sec said it had been dealt with & she'd send Rob the paperwork. Gary agreed to continue to deal with u3amatters subscriptions.</p> <p>Beacon: Sally is Administrator, Gary has admin rights. Rob has been on a Beacon admin course. Sec will ask Sally to contact Beacon to resign & nominate Rob in her place. Gary will continue his role.</p> <p>AGM: We decided not to put forward the proposed change to Article 4.2[i] of the Constitution. The 2 proposed amendments to clause 4.2 [v] will not go to the AGM but be considered during policy reviews. Sec will note for agendas.</p> <p>A paper prepared by Jaci Russell in Feb 2022 had come to light. It deals with the removal of Presidents' voting rights. Doug & Gary said it had never been proceeded with. Sec will put it on the agenda in 6 months' time, plus a general review of the Constitution. Gary advised TAT may need to be involved.</p>	<p>Rob</p> <p>Marcia</p> <p>Marcia Gary</p> <p>Marcia (Sally) Gary</p> <p>Marcia</p> <p>Marcia</p>
8	Membership Report. Renewals are going well....230 so far.	

<p>9</p>	<p>Monthly talks, events & visits: Sally's paper on raffles on coach visits was discussed. It was noted that raffle proceeds were for general funds, not 30th anniversary celebrations. Having regard to guidance from the Gambling Commission & the local Licensing Board we voted to allow raffles to continue (just Gary voted against) if members still want to run them. Richard will ask the members concerned.</p> <p>BBC Any questions: All going well. We'll consider a donation to St Johns Ambulance next time. Sec will put on agenda.</p> <p>The 30th Anniversary group has approved proposals for a Mindfulness Day. Committee ratified. Sec will tell them.</p> <p>A revised outdoor risk assessment was approved (proposed by Marcia, seconded by Richard).</p> <p>Amendments to the Visits & Events Procedure reflecting current practice were agreed. Sec will prepare a revised document for Feb meeting to approve.</p> <p>To avoid clashes, we decided to move committee meetings to the 3rd Weds of each month, starting in February.</p>	<p>Marcia</p> <p>Richard</p> <p>Marcia</p> <p>Marcia</p> <p>Marcia</p> <p>All please note</p>
<p>10</p>	<p>Groups Co-Ordinator: Due to delays at the Seabank, we decided groups stay at the AFC for Feb. Doug will tell them.</p> <p>Gardening want to move to AFC from March. Agreed.</p> <p>Community Action Group has ceased.</p> <p>Ceramics will now meet at YMCA on Weds afternoons in a larger, better ventilated room.</p> <p>Helga Dickens will no longer lead Kaffee Klatsch.</p> <p>Complaints have been received about an applicant for membership who was a guest at a group late last year. He will be interviewed & a recommendation made.</p> <p>There have been 18 responses about the new registers. Dates are being arranged.</p>	<p>Doug</p> <p>V-C & Doug.</p> <p>V-C, Doug, Rob Andrew M</p>
<p>11</p>	<p>U3A South Wales Network: Nothing to report.</p>	
<p>12</p>	<p>u3a equipment: Nothing to report.</p>	
<p>13</p>	<p>A.O.B None</p>	
	<p>There being no further business, the meeting closed at 12.25. Next Meeting: 19th (being 3rd Weds of) Feb 10am at the AFC</p>	<p>All please note</p>