

Appendix 1



**Executive Committee meeting
held on Thursday 2 March 2023 at St
Peter's Hall at 4.00pm**

Minutes of the meeting

Present: Matthew Stephens (MS), John Bolt (JB), Vivienne Waterer (VW), Sandra Heard (SH), Barbara Hammonds (BH), Judy Hornigold (JHo), Juliet Hancox (JHa), David Thomas (DT), Mick Gill (MG) and June Slatter (JS)

1	The chair welcomed members to the meeting, particularly to Mick Gill and June Slatter who were attending their first meeting as co-opted members. All the members introduced themselves.
2	Apologies: Mike Fairbrother (MF)
3	Minutes of the meeting on 5 January 2023 were read and accepted as a true record, and were signed by the chair
4	Matters arising: (a) Mick Gill raised the issue of PAT testing for electrical equipment. He is able to perform the tests but does not have the testing equipment. Actions: MG will contact TWAM to check if he can use their testing equipment to test our electrical devices, and if he can borrow their equipment to be able to test equipment in Balsall Common. (MG) We need to compile an inventory of the equipment used in our u3a. Need to include equipment owned by the u3a and equipment used at group meetings that is owned by members. (JHa) Need to confirm that equipment used in domestic settings is outside the scope of PAT. (JB) Need to check that equipment owned by venues we hire (such as St Peter's Hall or the Village Hall) has PAT test labels on them. (All of us) (b) Meeting with Olton and District u3a has been arranged for 22 March at Greswolde Hotel, Knowle. Please advise MS of any amendments to the proposed agenda.
5	Dance and supper evening, Saturday 24th June. The dance sub-committee has met and arrangements are in hand. Tickets will go on sale on 1st May and be priced at £13.00. The fish 'n' chips will cost us £7.00 per person and the group, which now has a second vocalist, will cost us £300.00, JHo and JHa and possibly BH will be unable to attend.
6	Coronation Picnic in the Park, Saturday 17th June. We now have 26 volunteers with perhaps some others to follow from Solihull Central u3a. Gazebo from Kathryn Farrand and Bunting from Dorridge u3a. Tables and chairs to be provided by us.
7	AGM. Timetable was circulated and agreed. Preliminary notice to be issued to all members w/c 6th March. Extra committee meeting on 6th April to finalise the details. Committee members were reminded that they must submit paper forms which are proposed and seconded by other u3a members (not committee).
8	First aid training. 16 members have expressed an interest in attending. 12 places were agreed with four reserves. Action. VW to take forward, with names and e-mail addresses from JHa.
9	Beacon and e-mail security issues: After discussion at and following the Groups' Coordinators' meeting, group leaders are more aware of not sharing members' e-mail addresses. This can be

	overcome by using Beacon. Web-master (Robert Zhilmor) will set up an e-mail address for any group co-ordinator who requests it.
10	Group news: (a) Classical music appreciation has held its first meeting with 18 attending (b) Folk dancing: due to start. To meet twice a month at the Methodist Church (c) Short mat bowls is nearly full <i>under</i> (d) Badminton has folded. Solihull u3a is looking for new members
11	Correspondence (a) Details of committee members have been submitted to the TAT (b) Charity Commission: committee members' details have been submitted. JB's address to be used as our address. 2023 submission due in October (c) MS explained roles of u3a Council and the Board. Conference unlikely to happen. TAT is now budgeted to be in a better financial position until 2025. (d) Election for WM trustee. Agreed to cast our two votes for Jean Jackson. Action: JB
12	Reports: Chair's report – noted Treasurer's report – noted. Shared the list of members yet to renew. Secretary – no report Membership secretary – 10 new members since the start of January Speaker's secretary: VW is starting preparing the programme for 2024. To note that VW retires from the committee in May 2024 Groups' liaison officer: JHa presented her report. <i>News item on web not updated</i> Web not being updated with group information. Publicity Officer: to review information on web-site. Discussion on car sharing – for insurance reasons this must be not a formal arrangement.
13	Other Business VW reported that there were problems with the sound system this afternoon.
14	Date of Next meeting: Thursday 6 th April at 3.45 pm
	Meeting closed at 5.45pm

Signed..... *M. S. [Signature]* Date..... *6 APRIL 2023*