

Market Drayton u3a Executive Committee Meeting

Date: 6/01/2025

Time: 1:45 pm

Venue: 16 Wordsworth Drive, Market Drayton

MINUTES

1. **Welcome / Apologies**

Present: Judy Cowdale – Chair/Membership Secretary, Phil Glover – Vice Chair/Secretary, Ann Swales and Andy Shearer – Treasurer, Kevin Read – Jones – Programme Secretary, Jill Glover – Website Administrator/Convenor Liaison, Viv McVittie – Convenor Liaison/Magazine Editor, John McVittie – Magazine Editor, Alan Cartwright, Peter Ingham, Sue Walker – Committee Members.

Apologies: Jacqui Wright.

2. **Minutes of the last Committee meeting**

Accepted.

3. **Matters arising**

None.

4. **Secretary's Report**

Chair details updated via Committee Details Portal.

5. **Treasurer's Report**

Andy completed handover to Ann. Phil to update change on Committee Details Portal. Ann to update contact details with FDC. Mandates for cheque authorisation to be completed by Ann and Judy. Andy was thanked by the Chair for his excellent work and he will remain as an Honorary Member.
Statement of accounts 06/01/25. Balance: £5213.38cr.

6. **Membership Secretary's Report**

Membership: 192 paid members + 2 honorary.
New subscriptions to go directly to the Treasurer. Website to be updated.

7. **Group Coordinators' Report**

Information pack for new Convenors to be created by Jill and Viv.

8. **Website, Network and publicity reports**

New website: Convenors wanting to update their own will need authorization and training. Jill to prepare.

9. **Programme Secretary's Report**
Speakers booked to Jan 2026. Members to be asked what talks may be of interest at the next meeting.
- 10 **Magazine Editors' Report**
Next edition planned early April. Contributions required by mid-March.
- 11 **Tasking update: previous tasks and future ideas/decisions/progress**
Next major project will be Beacon.
- 12 **Recruitment and Retention**
Nothing to report.
- 13 **FDC monthly meeting procedures update (refreshments, VOT, responsibilities for checking in, newbies, subscriptions, welcomes)**
Peter and Alan on Sign In duty.
VOT Jan:Alan. Feb:Peter. Mar:Phil.
Possible change in venue being investigated by Jacqui.
- 14 **AOB**
At next meeting ask members to bring a friend for free.
Website Welcome page needs updating. (Judy/Jill).
- 15 **Date, Time and Place of next meeting**
1:45pm, 10/02/25, 16 Wordsworth Drive, Market Drayton, TF91ND.

The meeting closed at 4:05 pm.

Signed:

Date: