

MINUTES

Craven u3a Executive Committee Meeting

10.30 am, Thursday, 16th January 2025

The Hub, Skipton

Present: Mick Richings (MR), Doug Hirst (DH), Anne MacDonald (AM), Linda Hoole (LH)

The meeting was quorate.

1. Welcome and apologies for absence:

Apologies had been received and accepted from Lesley Perkins (LP), Jacqui Eames (JSE) Sandra Firm (SF) and Adrienne Gilchrist (AG).

- Prior to the meeting, JSE had joined the committee for a tour of the Hub, led by Amy Robinson.
- Because the number present was limited, not all business carried forward or on the agenda was discussed.

2. Draft minutes from meeting held 3rd December 2024:

Accepted as a true record

3. Actions and any matters arising not covered elsewhere on agenda

See appendix A

4. Christmas Carol concert - feedback:

See MR's article for the January Newsletter – a very positive report.

5. Finance Update.

Spreadsheets re venue costs and charges, and current financial position had been uploaded to Airtable.

- Income plus contribution closely matches venue costs to the end of December (£13,608 and £13,730)
- Income for the year to 13th January: £55,916: expenditure £27,461 plus accruals of £15,250
- Cash reserves continue to be healthy: £45,125 at the bank and £25,000 in the Community Savings account at Skipton BS.
- The outlook for the year is looking healthy with a potential surplus

6. Croquet group:

Discussion carried forward to the next meeting. **Action LH: Agenda item**

7. 50th Anniversary Celebrations:

A number of creative and interesting ideas had been put forward. It was agreed to set up a working party, inviting all members to contribute

Action: MR to write piece for the February newsletter

Action: AM to include in agenda for the next Group Leaders' meeting.

8. Summer Programme:

- 5 members had offered talks and activities so far, including a visit to Bradford Grand Mosque.
- The British Nuclear Fuels Heysham trip (22nd July) has been booked and advertised in the newsletter and is oversubscribed. There is a potential to organise a second trip if enough demand.
- Two sessions at Drax Power Station have been booked on Monday, 4th August (10.00 – 12.00 and 13.00 – 15.00)
- Allerton Waste Recovery Site Tuesday, 29th July 14.00 – 16.00
- Enquiries have been made re the National Coal Mining Museum, (15 people per visit)
- No response to the request for someone to become involved in the lead for 2026 Summer Programme.

9. Coach trips:

AM has been in touch with Bibby's who have given an estimate of cost and dates throughout the summer when coaches are available. **Action: AM to write piece for newsletter about the change of venue for the RHS Flower Show: Tatton Park to Wentworth House.**

10. Any other business:

a) Community Hub:

MR, AM, DH, JSE and LH had a tour of the building to consider options. Potentially the entire first floor (lift access and stairs) could be rented for about £21K per annum plus utilities and rates (estimated £4K). The contract would be for one year, payable monthly. The bistro area on the ground floor could also be hired on an ad hoc basis. Some furniture would be supplied. The space comprises 3 large rooms, kitchen and storage facilities, a small office space and toilets.

The advantages of the Hub were considered:

- The need to replace venues that would be unavailable in September (e.g. St Andrew's) or were impractical/unpopular
- Central location for buses and car parking
- Fixed costs so no surprises
- Kitchen facilities
- Wi-fi and AV equipment plus hearing loops
- Flexibility and control over timings of groups

- Storage for equipment

Ideally a decision would be required by March, as it marks the start of putting together the 2025/26 Programme.

It was agreed that it's essential that group leaders' views should be sought on this:

Action: AM to organise GLs' meeting on 18th February at 10.30 at the Hub. A tour to be arranged for them.

b) AGM:

Proposed date: May 14th 2025.

Action: MR to email SF to arrange hire of St Andrew's

11. Date & time of next meeting:

Thursday, 6th February 4.00pm at St Stephen's

Action: AM to book

Appendix A

Item	Who	Actions from committee meeting 2 nd December 2024
4	LH/All	50 th Anniversary Planning on January's agenda and consider ideas for celebrations <i>Actioned: see item 7 in minutes</i>
4	DH/SF	Discuss efficient way to contact venues, using Beacon <i>Carried forward</i>
6	LP	Contact national lead on finance re carried forward balances. <i>Carried forward for feedback next meeting</i>
8	AM	Email GLs re requirement to keep register for 3 years. <i>Actioned</i> Write article for January newsletter about group leadership. <i>Actioned</i> Inform members/GLs about YAHR website

		<i>Completed</i>
9	DH	Investigate multi-directional microphone for French conversation group.
		<i>Carried forward</i>
11	MR	Email members with a reminder about the carol service and mince pie donations
		<i>Actioned</i>
14b	LH	Continue with planning visits to Heysham and Drax
	MR	<i>Actioned see item 8</i>

Appendix B

Item	Who	Actions from committee meeting 16 th January 2025
6	LH	Add Croquet Club to February agenda
7	MR	Re 50 th Anniversary Celebrations: Write piece for the February newsletter asking for volunteers for working party
	AM	Include in agenda for the next Group Leaders' meeting
9	AM	Re coach trips: Email Bibby's availability to committee members
10a	AM	Re Hub: Email GLs to meeting at the Hub Include 50 th Anniversary Celebrations on GLs' agenda
10b	MR	Email SF to book St Andrew's for AGM
11	AM	Email St Andrew's re Committee meeting 6 th February