



Committee Meeting 31st July 2025
held at
Frasier Room, Surfleet PE11 4DA

Present

- Rosemary McClements - Chair
- Mel Gordon – Vice Chair
- Sue Morris - Secretary
- Bernice Adcock – Speaker Finder
- Gill Allen – Groups Co-ordinator
- Wendy McCallum – Deputy Groups Co-ordinator
- Lorraine Lenton – committee member
- 3 branch members as observers

No.	Item	Action
1	Welcome and Introduction – Chair welcomed 3 members as observers.	
2	Apologies for Absence Dawn Kent – Treasurer	
3/4	Minutes of Committee Meeting 26th June 2025; matters arising: website committee member page is out of date – Web Administrator to be advised. Sound system to be checked at the August monthly meeting and recommendations forwarded to the 2025/26 incoming committee. Low attendance at planned outings: some are (distant) repeats of past trips. Format of e-flyers questioned – Chair and Speaker finder to discuss at next social committee meeting. Suggestion to set up Really Useful Members (RUMs) group on Beacon – Deputy Groups Co-ordinator to do; Chair to announce at August monthly meeting. July groups showcase meeting was a resounding success, with several groups attracting new members. A similar event to be recommended to the incoming committee for 2026. Cost of Instant Ink printer supply queried – secretary to check we have best value.	SM RMcC/BA WMcC RMcC SM
5	Risk Assessments – no progress made; deferred to next meeting.	
6	Chair Report – Chair received a request from Spalding Rail Station for volunteers to maintain the garden – to forward to Gardening Group.	RMcC
7	Recruiting for Committee Posts – sufficient interest from membership for all 4 mandatory roles, as well as several non-portfolio roles. Current committee are now confident all roles will be filled at the October AGM. This news to be broadcast to the membership in the Chair's August Monthly Bulletin. Paperwork for AGM in hand by secretary/LL. LL to take minutes at October AGM as Secretary has sent apologies.	RMcC LL
8	Treasurer Report – accepted in absentia.	

9	Groups Report: A new recorder group has been offered by a member. Regular group costs are being added to website as information is collated. On-going. a) Updated Groups Listing – Deputy Groups Co-ordinator to take responsibility for this. b) Venues – Rummikub and Canasta groups are looking for a new venue c) Tai Chi – Groups Co-ordinator to contact member who turned up a scheduled meeting only to find it wasn't running. Chair and Treasurer to discuss current surplus in the group's finances. Groups Co-ordinator to attend Tai Chi meeting to discuss with the group leaders.	GA WMcC GA RMcC/DK GA
10	Speaker Finder Report Upcoming meetings: ○ August – Fraud detection ○ September – Elvis impersonator/artist ○ October - AGM – cream tea. Singing group to be approached for 20 minute entertainment slot. ○ November – My nights with Will (Shakespeare) ○ December – for new committee to decide. Speaker Finder advised that a file of potential future speakers will be handed over after October election.	BA
11	Social Events Committee report –the July Petanque event was well supported. 8 members attended the Bay Tree Raptor flying display. The Brewery trip was cancelled. 18 members are attending the August trip to Vine House Farm – final advert to be announced at the August monthly meeting. Flyer for September RAF Coningsby trip has just been emailed to members. Other planned events: ○ 17th October – Quiz night at Tonic 44 ○ 19th November – trip to Warners printing press, Bourne ○ 24th November – repeat trip to Burtey Fen (requested by members) ○ December (date tbc) – group booking for pantomime at South Holland Centre	RMcC
12	Website – web administrator to be asked what statistics are available on page/group hits.	SM
13	Informal feedback from observers – clarification sought on how the branch budget is set. Incoming Chair to liaise with incoming treasurer. Capitation fee explained as being set by the National Office of u3a.	
AOB	a) Wine Group vineyard trip in August to be advertised to whole membership in Chair's August bulletin. b) Wrapped biscuits/wafers to be provided for August meeting. c) Chair to ascertain if arrangement with individual to set up/clear away chairs for monthly meeting will continue after AGM.	RMcC SM RMcC
	Date of Next Meeting 2pm on Friday 19th September 2025 at Frasier Room.	

Signed _____
Rosemary McClements, Chair

Date _____