

Cestria u3a at Chester-le Street

Committee Meeting No. 96 held in the Eardulph Room at the Parish Centre, Chester-le-Street on Wednesday 16th April 2025 at 10.00a.m.

Present: Chair- Mike Parker, Secretary-Angela Hamilton, Treasurer- Tony Morrell, Kathleen Atkinson, Groups Coordinator Anne Lanigan, Website Administrator Steven Willan, Newsletter Editor Christine Logan. Membership Secretary - Pat Rule, Lorna Thompson

Apologies for Absence - Mgt Bozic, Margaret Chilver, Robert Berry, Rachel Burton

Minutes of Last Meeting held on 22nd January 2025

The minutes were approved and signed off by Mike Parker

Matters arising from the minutes not otherwise on the Agenda

There were no matters arising that were not on the agenda

Review of Data Protection Policy

There were no issues arising

Review of Monthly Attendance

The attendance at the meetings continue to remain steady; February saw an increase when we had a talk about A History of Chester- le Street with 111 members and 11 guests attending.

Chairman's Report

Mike thanked everyone for their ongoing support.

No one has come forward to help Robert with the IT support which is required for the speakers at the monthly meetings. Christine will request help with this in the next newsletter.

Treasurer's Report

Cestria u3a currently has £4,699 in the HSBC bank accounts.

The budget for 2025 now shows an anticipated deficit during 2025 of £231 which is £269 less than anticipated at the AGM. The main reduction in the deficit was due to more members attending the monthly meeting and group meetings than anticipated.

The u3a laptop used by the Treasurer needs to be replaced. The laptop requires a Windows software update to keep the internet connection safe. The hardware of the laptop cannot accommodate this upgrade.

The Committee agreed, in principle, to buy a new laptop along with the required software. The Treasurer is to investigate costings and report to the Committee at the next meeting.

The Treasurer stated the review of expenses is ongoing.

Steve Willan highlighted the problem of out of date content in first aid kits. The Committee agreed to replace any first aid kits used by walking groups where the contents of the kits have become out of date.

The Chairman suggested, in future, the Executive Committee should authorise the expenditure of adhoc Group expenditure, this was agreed by the Committee.

Secretary's Report-

The policies and procedures have now all been reviewed and updated and added onto Cestria website. Thanks to Steve for his work with this.

The need for emergency contact details was discussed. There are about a third of our members who we don't have emergency contact details for. An email will be sent to these members asking if they would like to supply us with this information.

We have been asked to provide a talk to a group of retired people at the Masonic Hall about the u3a. Margert Bozic has said she would like to do the talk.

Website Administrator's Report

The new website has now been live for over four months. It appears to be operating well and is receiving around 1300 views each month. Continuous routine updating and maintenance has been performed; in particular updating Groups' web pages, adding new events, meetings and photographs, along with the u3a policies and procedures.

Steve asks if Committee members and others will continue to supply him with updated information on future and past events as well as photos when they can.

Any errors noticed on the website please contact Steve so they can be corrected.

Group Coordinator's Report

We currently have 18 groups and a possible new one in the pipeline.

All Risk Assessments have been reviewed with most Group Leaders where necessary and updated to March 2026. Copies have been sent out to the Group Leaders. Hard Copies can be found in a folder on the u3a meeting desk at the monthly meetings.

There was too much information on the Main Display Board which was mainly about the groups. Anne has been placing them into an A4 Portfolio folder. These contain the Group Name, Leader plus their contact email /phone number

The Group Leader Meeting was held on 25th March 2025 at the Parish Centre. Steve presented a very informative overview of the website – with particular relevance to the audience

- accessing information
- using photographs to increase interest linked to the various groups
- importance of updating content fairly regularly

The focus was on the Group Leader Guidance – reinforcing, sharing knowledge & queries. This also involved Risk Assessment relevance, ICE contacts, Incident Forms, Issues encountered and u3a Insurance.

Tony Morrell gave a brief overview of his role, information on venue costs and member costs for the Groups

The New Group: French Chat went ahead on 7th April and was a success.

Anne plans to visit the new Groups: Crafty Group, Art Appreciation Group And French Chat Group

Membership Secretary's Report

We currently have 207 members. Since the last meeting everyone has now renewed their membership and we have had 11 new members this year.

Speaker Secretary's Report

Margaret is still looking for assistance in her role however, Pat Rule has volunteered to help her. By our next committee meeting in July Margaret is hopeful to have started on next year's speakers list.

A.O.B.

Birthday celebrations- This was discussed briefly with ideas of a picnic in the park, a ceilidh, possibly a band. Members will be asked for any ideas with Anne putting out a suggestion box at the next monthly meeting.

Mike suggested that we will need a sub committee to look at this.

Date of next meeting

Wednesday 16th July 2025 in the Eardulph Room at the Parish Centre, at 10am

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