

## Malvern Branch

Charity Reference number: 1069591

### Minutes of Trustee meeting Friday 17/1/2020: 10am @ The Cube (VF)

**Present:** Angela Cantrell (AC), John Elkington (JE), Val Fare (VF) (Secretary), Tessa Hartog (TH), Roger Hunt (RH), Brenda Johnson (BJ), Sue Lamberton (SL) (Chair), David Oliver (DO) (Treasurer), Janet Oliver (JO), John Price (JP), Linda Scott (LS), David Street (DS) Jeff Thorogood (JT).

**Apologies** William Culshaw (WC), Richard Phillips (RP),

**1. Minutes to the previous meeting** – amendment to 2.1 made and signed.

**2. Matters Arising**

**2.2** New wording "To be put on website"

**2.4** It was agreed that: (a) The Dome be the venue for the 2020 Group Fair (7/9/20). (b) DS to find caterers and that they be asked to check the facilities in The Dome. (c) The change of venue should go in the Bulletin and be promulgated all year. Thanks went to DS for all his work on this.

**2.5** (a) VF suggested taking the photographic gallery space outside Waitrose to show what Malvern U3A had done in its 25 year history. VG to investigate. (b) Birthday Cake on registration day (c) Contact Malvern Gazette.

**3. Calendar Items**

**3.1** DO to investigate alternatives to the deposit account with Lloyds Bank. DO still talking to Lloyds about RP as a new signatory on cheques.

Payment agreed for two small tea urns. Following on from which it was agreed that in future

(i) the Treasurer should be able to authorise payments up to £50;

(ii) the treasurer and chairman should be able to authorise payments £50-£100

(iii) anything in excess of £100 being brought to the Committee.

**3.2** The Treasurer of The Cube, Matthew Chuck, has had an operation and when recovered will meet with us. There is no current agreement with The Cube. It was agreed that: (a) All bookings to go through to the Treasurer to check their accuracy. (b) Quarterly meetings should be set up with The Cube leaders (c) Check groups are using the rooms that were booked. (d) Discuss a new agreement with The Cube. (e) Find out which groups are having difficulty with The Cube. (f) Agreed to pay the outstanding amount to The Cube.

Thanks went to DO and RH for their work on this.

**4. Membership Report**

1707 members; 245 new members (one outstanding). Need accurate membership lists from Group Leaders.

**5. Technical**

It was agreed that £143 be paid for replacing a screen for Alan Grey for use with three groups. He uses it and if anyone else needs it they can use it. New screen to be put on the Fixed Asset Register.

**6. Groups Report**

JO reported that getting group leaders was on-going but new leaders for singing groups were in the pipe-lin.

**7. Venue Report**

See 2.4. Guide lines for groups to be put on a future agenda

**8. Newsletter/Bulletin**

TH asked if the Newsletter, Directory and other printed matter, could be listed as **Publications** in the Accounts, instead of just as **Newsletter**.

Meeting closed at 11.35am

***NEXT MEETING FRIDAY 20th March 2020: 10am The Cube***

Signed \_\_\_\_\_ Sue Lamberton