

# Carlton, Gedling and District u3a Meeting of Executive Committee

10.30 am – 12.15 pm Tuesday 23<sup>rd</sup> September, Manor Green Community Centre

1. Attended – Mark Reynolds, Jenni White, Sue Warren, John Preston, Cheryl Larcombe, Ann Taylor, Sandra Stanley
2. Guests – Nil
3. Apologies - Teresa Clark, Gayle Harris, Paul Christie
4. Minutes from last month –The minutes of the meeting held on 26<sup>th</sup> August 2025 were agreed as an accurate record of August's Committee Meeting
5. Matters arising not otherwise on the agenda – JT has resigned due to personal issues

## Reports

6. Chair
  - a. Attendance at General Meeting – numbers unavailable. **Action – MR to check numbers with Pat Downig**
  - b. New Venue – 3 venues had been identified by the sub-committee. They are\_  
Carlton Pentecostal Church, Station Road  
St Mark's Church, Woodthorpe  
St John's Church, Oakdale Road  
Of these 3 it was felt that the Pentecostal Church was the most convenient for most people. The other 2 are not on bus routes from Carlton/Gedling and parking is limited. Teresa Storey has been liaising with Pastor Shaun at the Pentecostal church and is waiting for final confirmation that this could be used, with a church member providing the teas and coffees. There is room in a corridor for tables, and the room holds 150. Chairs would be set out ready for the meeting for us. It was felt that if this is confirmed for us that we would move sooner than the end of April that we are currently booked into the Richard Herrod Centre. **Action – Committee members to look at the venue once confirmation received from Pastor Shaun.**
  - c. Guide Dogs – Due to TC's absence, this was deferred to a later meeting. **Action – GH to add to next month's agenda.**
  - d. Further training for Committee Members – Further training is needed on Beacon, OneDrive and Sumup. **Action – MR to contact Richard Downing and Graeme Bunting re Beacon and OneDrive training.**
7. Business Secretary
  - a. MR has updated information for the Charity Commissioners and the Third Age Trust. **Action – MR to send CC information to the treasurer.**
  - b. Rooms at Richard Herrod have been booked up until April 2026.  
With regard to the centre, JW had been in touch with the MP for Gedling, Michael Payne, without much luck. There is a Cabinet meeting at the Civic Centre on 25<sup>th</sup> September if anyone can attend.

- c. SW had updated the asset list and found a number of assets have been disposed off without informing the Committee. **Action – SW to continue working on the list and identify any missing items.**
- d. Items identified at this meeting for capital purchase were a new phone and laptop for the membership secretary, and a phone for the treasurer. SS asked if a sum up machine and linked phone could be bought for the Trips and Visits and the Theatre teams. In the meantime, the Tai Chi group are to bring the machine they use to the general meeting. **Committee to consider costs of acquisition**
- e. MR has posted minutes of the July AGM to the website and One Drive.

#### 8. Treasurer –

- a. Due to illness, PC was unable to stay to the meeting, but had left information for the committee to read regarding a handover, PayPal, Sumup, the bank, assets and emails. He had also passed copies of new documents for paying money/cheques over to the treasurer and for claiming expenses.
- b. With regard to banking, there are still ongoing issues with TSB. Potentially a change of bank will sort this out. **Action – MR to discuss simplifying accounts with PC.**

#### 9. Membership Secretary –

- a. Current membership is 519, with 42 lapsed. CL had emailed these members but only 2 had responded. The membership includes 1 deceased, 5 honorary, 25 associate, 1 guest, 1 system tester and 4 new members.
- b. CL had found that due to PayPal issues, there had been problems with members joining online. There has also been a issue with Gift Aid, due to a technical error on Beacon, which had changed the status of everyone as signed up to Gift Aid. **Action – after agreement at this meeting, CL to remove the Gift Aid status from those who may not have agreed and write to them, giving 10 days for them to respond.**

#### 10. Newsletter –

- a. CL had received copies of the September meeting to send out due to the change of date of the meeting. This will only happen in future where meetings are brought forward

#### 11. Minutes and Social Secretary -

- a. December Social – it was felt that the drama group would not be up and running in time for this social. Suggestions received were for a bingo quiz and a Christmas singalong. **Action AT and JW to speak to GH about these ideas.**

#### 12. Interest Group Coordinator

Drama group to meet early October to decide how this will run.

- a. Trips and Visits had relaunched with a very successful trip to the Arboretum.
- b. The French beginners group starts next week.

- c. Spanish for fun starts again on 3<sup>rd</sup> October at the Fire Station.
- d. Other groups to be looked at in the future are Family History and Boules, due to the number of groups starting over the next couple of months. In the meantime, SS is visiting other U3As in the area to see how they run groups.

### 13. Speaker Seeker

- a. TC liaising with JA over this.

### 14. AoB

- a. The positions for the previous Chair and Membership Secretary were discussed. MR will present this at a future General meeting, but has sent his apologies for the October meeting due to prebooked holiday.
- b. MR apologies for the next committee meeting.

Next Committee Meeting. *10.30 to 12.15, Tuesday 21<sup>st</sup> October, Manor Green Community Centre*