

MINUTES
MAGHULL & LYDIATE U3A
Held at Lydiate Village Centre on Tuesday 14 May 2024 at 1:30pm

Present:	Jane Jones – Chair	Chris Dalziel – Treasurer
	Carol Westall – Vice Chair	Linda Simms – Secretary
	Ev Craig	Joan Martin
	Irene Edwards	Christine Chua-Short
	Ken Moulton	Lil Boyle

1 Apologies:

Nigel Burrows, Geoff Heaps

2 Minutes of last meeting

Minutes agreed and approved by all. Proposed by Irene Edwards and Seconded by Ev Craig

3 Actions and matters arising from previous minutes

Item 10.1 – second group not mentioned. This is the Bowls Group.

Item 7 – states French and Spanish now obsolete. This is not correct as each had two levels of language ability in each group but have now combined into one.

4 Correspondence

4.1 JJ had received a request via email from Maghull Fest to see if we wanted a table at the event which takes place at Maghull Town Hall on Saturday 15 June between 12-4. We will have some Group Update sheets etc. LB stated that we used to have a large poster board and she will see if she can locate it. We could make a slide show but would need power. CCS stated she may have a Marler Haley Stand. All agreed that we would run a table. A list of available members to run it will be drawn up and what we can put on our table.

5 Committee reports

Membership

JJ stated we have had a steady influx of new members with six joining today. In total we have 618 members and this figure will be quoted at our AGM. Compared to last year when we only had 557.

Finance

CD had received confirmation from CVS Independent Examiner which had been signed and dated on 5 May. She thought they were more efficient than in the past. The cost is £100. The invoice has been paid.

Website/Facebook/Beacon

JJ stated we still have issues with the calendar otherwise all is OK.

JJ will arrange a meeting with the IT team after the AGM and allocate roles to the team.

FaceBook – JJ ensures that all potential new members answer the set questions. If they do not, then they are not allowed to join. At present we have 110 members. Participation from members has been very positive with good reviews of our activities posted.

Beacon – issue regarding two members who joined in February and received 14 months of membership. One had been lapsed in April and the other did not. We are not sure why this happened.

Health & Safety

The Cabin (the venue used for Book Club Meetings), was discussed at our Committee Meeting in April and whether or not we should complete a venue check for them. JJ stated that they have Public Liability Insurance and perhaps we do not need to do a venue check on them especially as we do not rent the premises.

KM agreed. JJ felt that the venue might take umbrage and ask the groups to leave if we ask to see their Fire Risk documents.

VOTE – PROPOSAL BY JJ THAT WE DO NOT CARRY OUT A VENUE CHECK ON THE CABIN, SECONDED BY CD. ALL AGREED

MBC Fire Safety

Keith Williams (Keith) was asked to join the Fire Marshall team, so far we have four fire Marshalls which is the minimum, ideally it should be six. JJ had arranged for a Fire Alarm test to be carried out earlier in April. The Fire Alarm sounded for 40 seconds. Keith had challenged this as it should last for no more than 30 seconds and after this period of time all members should evacuate the building. JJ contacted the Fire Brigade to check if what we were doing was correct and they said what we did was adequate as everyone was aware that it was only a drill. They stated that Fire Alarm drills would ideally be carried out every 6 months but if we do them once a year then that was adequate.

Fire doors were also checked. The double door we wedge open as it is opened and closed so many times during the coffee morning. The door between the coffee room and the main hall is also wedged open to allow members to carry hot drinks between the two rooms. Fire Brigade said this was adequate.

Peter Martin had also stated that MBC should be responsible for the church but we should be responsible for our own members safety. Also issue with number of members in the coffee room as this would cause an issue if there was a fire alarm. JJ had asked Darren but he said it was down to us. It was thought a risk assessment form should be completed. Darren told JJ to put it in writing to the Church leaders.

Fire Marshalls to be identified by the wearing of Arm Bands. Keith also suggested that their pictures were put on the notice board as a means of identifying who they are. JJ agreed to to this along new committee pictures.

Keith also suggested that new members should be shown where all the fire exits are and they should be given a copy of the evacuation plan. There is an issue with the logistics of this but we will look at it in more detail. JJ suggested all new members be provided with their own copy of our evacuation policy.

It was also stated that if there was a fire then fire extinguishers should only be handled by fire marshals and that all members should exit the building asap.

JJ stated that the Fire Brigade were impressed with all we are doing around fire safety.

6 AGM – 4 June 2024 - update

Plans for the AGM are going well.

JJ had sent out AGM information via Beacon to all members who had an email. All members with no email have had their pack hand-delivered.

JJ is looking into how we can use a Powerpoint presentation at the AGM. In the meantime she will arrange to print out 100 hard copies.

7 SCAMS – Potential Talk for Members

Maureen Birchall wanted the IT team to do a talk to members on scams. JJ felt it was not appropriate that our group should present the talk as any incorrect information etc could have consequences for the u3a. She would prefer the talk to be done by a professional who is up to date with all current scams. She had contacted David Carloss who works with Lancashire Police Cyber department, who has previously done a talk for Aintree u3a. A talk has been arranged for Tuesday 9 July 2024 to take place in the Sanctuary at 11.00am. All groups will be asked to close 10 minutes earlier to enable members to be ready for the talk at 11am.

8 Welfare Meeting

Meeting to be arranged in due course.

9 Any other business

- 9.1 Charity Request from Maureen Birchall who supports “Give a child a book” and wonders if she could support this Charity at u3a. A discussion followed and it was agreed that we only support one charity and that is Woodlands Hospice.

LB stated that since agreeing last month to monies raised at book sales going to Woodlands Hospice we have so far raised £50.

- 9.2 JJ mentioned that Geoff Heaps is resigning from the Committee at the AGM and this would have been his last meeting but he had sent his apologies for this meeting.

- 9.3 CD was at the TSB and enquired as what she could do with the numerous cheque stubs and bank statements she had. The assistant said they had an industrial shredder and that she could bring them in for shredding.

- 9.4 Parking at MBC. This is becoming an issue again. Members parking on the road outside the church. Also, it would help if able bodied members could park in the cricket club car park and leave the spaces at the church for less abled members. This needs to be mentioned when Notices are given. LS was asked to contact the Community Police to come and give a talk to our members regarding illegal parking. JJ said she would also send an email to all regarding the parking situation.

- 9.6 St Andrews had contacted JM with regards to an increase in their fees from September. An increase from £10 ph to £12 ph has been agreed.

10 Date of next meeting

Tuesday 18 June 2024 at 1:30pm – Lydiate Village Centre - please note this is a week later than normal but was agreed in October 2023 due to numerous members being away on a u3a holiday during the previous week.