

Downham Market & District u3a  
Minutes of Meeting at 6 Beech Rd on Tuesday 16th April

Present: Jill C, SM, CD, LA, LE

Points discussed:

1. The Committee agreed to formally ask John, Fiona and Lyndon if they would consider staying on for a limited period.
2. We have to have a Safeguarding person, a First Aid volunteer and a Fire Marshall. These do not need to be Committee members.
3. SM is willing to undertake the administration of Beacon from June as TS is willing to continue temporarily.
4. Committee agreed to ask Tony about website role and to ask Fiona if she is willing to continue with website management. This will be discussed at the next Committee meeting.
5. It was agreed we should not have a Speaker on Refresher's Day so LE will invite the agreed speakers for an alternative date. In 2025 the Refresher's Day will be moved to October.
6. CD will update the forms for the Bank and Charities Commission.
7. It was suggested we circulate a full programme of events to the membership in the hope of getting more interest.

*At 1.45 JC and CC joined the meeting.*

8. JC was asked if he would be willing to continue as Chair for a period or to support JillC in the role of temporary Chairperson. JC agreed to continue for 3 months with JillC shadowing.
9. CC will continue as Group Co-ordinator temporarily with LA shadowing. Discussion on access to Group information. LA will be New Members Co-ordinator. CC suggested the membership are informed of Committee decisions in the Newsletter.
10. Due to lack of interest in becoming Committee members JillC will insert an alert in the Newsletter advising the membership that if some do not step forward our U3a branch may be forced to close.

11. CD informed the Committee that Pay Pal has now said OK and the card reader can be purchased.
12. CC will continue to monitor Refreshment arrangements at meetings.

The next committee meeting will be at Downham Town Hall on Tues 7th May as previously arranged. Time to be confirmed.

Meeting closed at 2.30 pm.