


Minutes – u3a Farnham committee meeting December 16th 2024

1	Apologies: Shree Observer: Margaret Popovic	
2	Previous Minutes - agreed	
3	<p>Matters arising not covered elsewhere</p> <p>Trips policy</p> <p>If going on a trip must make organisers aware of emergency contact details. Insurance only covers items that are caused by negligence of our u3a.</p> <p>We would like people to complete their Emergency Contact Information on Beacon so will advertise this through eNews in the New Year.</p> <p>It was confirmed that prospective members are entitled to attend 2 taster session before joining Farnham u3a.</p> <p>Christmas gift for Maltings staff – Andrew</p> <p>Andrew has suggested giving £40 to each of the staff that help set up the rooms.</p>	<p>Andrew to provide finalised policy to secretary.</p> <p>Andrew/Shree</p>
4	<p>Safety</p> <p>In 2021 the committee had a discussion about Personal Emergency Evacuation Plan (PEEP) and at that time we agreed that Group Leaders should make the Maltings aware of people that would need help with evacuating if there is a need to evacuate. This was not known by current group leaders.</p> <p>Vivienne has been told by Caroline (The Maltings) that they will assume that there will always be people that need evacuating at Theme and Monthly meetings.</p> <p>A sub-committee will be set up to progress this, in conjunction with The Maltings.</p> <p>Information will need to be shared through an All Members correspondence, policy on web site and at New Members meetings.</p> <p>Safety and lighting in the Maltings Car Park was also raised, and will be included in a meeting with Maltings Staff.</p>	<p>Jane</p> <p>Jane</p>
	<p>Web review</p> <p>The web team would benefit from there being owners for each web page as they will not automatically check the accuracy of the information.</p> <p>Philip reminded the committee that he has shared who owns which page and asked that people feed back about the structure of the pages to him and Secretary prior to our next meeting on 13th January.</p> <p>It may well be that we notice errors when looking at the structure of the pages.</p>	All

	The access rights that committee members have to Beacon needs looking into and Annette will create a matrix for this.	Annette
	<p>Bridge group proposal</p> <p>The Maltings does have a bigger room available for the Bridge Group but not at the time and day that Bridge wants. They currently don't run during July and August.</p> <p>Margaret shared that she plays at The Bourne Club on a Tuesday afternoon and pays £40 a year and a £2 table fee per session.</p> <p>There is a Bridge Club at The Methodist Church which has an annual fee of £20 and a £2 table fee per session.</p> <p>Parking at The Bourne Club is free so may be better for our members.</p> <p>It was agreed that we would progress hiring The Bourne Club.</p>	Andrew
4	<p>Events:</p> <p>a) Monthly / Theme meeting committee attendance</p> <ul style="list-style-type: none"> • 100 seats have now been taken for the Christmas Event • Margaret and Vivienne to man the desk. Teas and notices and other jobs have been allocated. • 6th Jan Monthly Sally • 3rd Feb Monthly Philip • 17th Jan Theme Linda • 7th Feb Theme Andrew <p>b) Timing of Open Morning – A short discussion was held and it was felt that the change to a July date should be maintained.</p> <p>c) Advisory Group Meeting in Jan/Feb</p> <p>There is no topic for which we are seeking advice at present so the meeting will be delayed for a couple of months</p>	<p>Various</p> <p>Sally</p>
8	<p>AOB</p> <p>The Tennis group would like to continue through the winter. This was agreed. If the weather makes the courts unplayable then our arrangement should be that we don't pay.</p> <p>Jane reported back that the Tea dance is now going to be a 60's disco. Dates in May to be considered and looking at an evening event. Other venues could be looked at as drinks could then be brought or sold by us.</p> <p>Work with the boules group is being progressed</p>	<p>Stephen</p> <p>Jane</p> <p>Andrew</p>


C. H. R.

13/1/2025.