

October Committee Meeting Minutes

Corran Halls, 7 October 2025

Present; Sue Pollard, Interim Chair; Graham Cameron, Vice Chair and Publicity; Richard Bosworth, Treasurer; Julia Bateson, Secretary; Neil Sutherland, Membership and Beacon; David Hughes, Groups Coordinator; Mary Freer, Speakers and Lunches Coordinator; Charles Woods

| | | |
|-------|---|-----------------------------|
| | The meeting commenced at 09.17 | |
| 7/25 | <p>Welcome and Interim Chair's Comments Sue welcomed everyone to the meeting.</p> <p>Regarding announcements to members, it has been decided to bring these within the coffee/mingle time at meetings, i.e. before 10.30am so that there is no impact on the time for the speaker to present to the meeting. A bell is to be employed at future meetings to facilitate the attention of those present.</p> | |
| 8/25 | <p>Apologies for absence David Alcock, Newsletter editor, was unable to attend due to sickness; all Committee members were present.</p> | |
| 9/25 | <p>Minutes of the last meeting The minutes of the meeting of 2 September had been circulated and were agreed to be a true record of the meeting.</p> | |
| 10/25 | <p>Urgent Matters Arising</p> <p>a. <u>Succession</u> In addition to vacancies identified in the last meeting it is recognised that a new 'Membership and Beacon' representative will need to be sought as Neil is in the process of moving home.</p> <p>There remains a vacancy for care/updating of the web-site, and it may be that Beacon could be linked to this position, if appropriate.</p> <p>The Interim Chair reminded everyone that her role is 'Interim' and a new Chair is actively being sought; and similarly there are who will come to an end of their term of eligibility to serve on the Committee at the end of this year (Richard and Graham).</p> <p>Another vacancy is that for the Equality, Diversity and Inclusion (EDI) Officer who will also be tasked with being the nominated person for Complaints. Generously Charles has agreed to step into this role. It was recognised that the EDI Policy was thoroughly reviewed within the last year and further work on this is not required immediately. The Secretary was asked to confirm the date of review of the EDI and Complaints Policy.</p> | <p>Charles</p> <p>Julia</p> |

| | | |
|-------|---|-------|
| | <p>b. <u>Election of Vice Chair for the Third Age Trust</u> The election of a Vice Chair of the Third Age Trust took place after the last meeting. Sheila Crawley was elected, and it was noted that she was the candidate supported by the Oban Committee.</p> <p>Sue reminded those present that there were places available at the u3a AGM and u3a Best Practice workshop later this month. Anyone interested was invited to contact Sue for details.</p> | All |
| 11/25 | <p>Treasurer’s Report The Treasurer’s report had been circulated prior to the meeting.</p> <p>Richard highlighted that the Corran Hall booking had been ‘paid in advance’ to the end of the calendar year to secure the price.</p> <p>There were no other matters of immediate interest.</p> <p>Richard was thanked for his report.</p> <p>Richard mentioned that there is a disparity between member numbers in the financial information and the Membership Secretary’s report. This has arisen because of the ‘payment status’ of some members who are yet to pay their annual subscriptions.</p> | |
| 12/25 | <p>Membership Secretary’s Report The Membership Secretary’s report had been circulated prior to the meeting. Current Membership is 188, and there are 18 ‘existing’ members yet to renew for 2025. Since the last meeting there have been 13 new members and 4 resignations, included in above. Some of those leaving were members who had not attended for some time, rather than an issue with the increased membership fees.</p> <p>Neil advised that looking at the movement of members (joining and leaving), it appears that there will still be a gradual rise in membership numbers. Richard advised that ideally another 20 members were required; and it was recalled that once the membership numbers reached 200, the Oban u3a would be entitled to an additional ‘vote’ at National level.</p> <p>There are a number of new members who have paid a subscription but have not yet signed up for any interest group. Following discussion, it was suggested that the Groups Coordinator should encourage the Group Conveners to check their physical list (from the AGM) or their contact list, against the list on Beacon.</p> <p>Committee members were reminded that at present Beacon only advises when a member chooses an interest group through their own log-in to the Beacon system, rather than their name being added to the Beacon system</p> | David |

| | | |
|-------|--|--|
| | <p>by any other means/other people. A change request has been put into Beacon, but no action has yet resulted.</p> | |
| 13/25 | <p>Group Coordinator's Report David had written to all Group Conveners giving them copies of their Group sign-up sheets.</p> <p>Additionally:</p> <ul style="list-style-type: none"> ● Maurice Wilkinns is the new Convener for Creative Writing ● Jane Wilkinson is the new Convener of Book Group 2 ● Helen Anderson is Convener for Ukelele ● Linda Robb is Convener for Drama Group <p>Astronomy Interest Group is to be started shortly, and the Groups Coordinator is to contact Liz Smith (Muir-Jones) to take this forward. Formation of a Craft Group is to be considered, and possibly a 'Painting' Group, but there would need to be a Convener appointed for each of these.</p> | David |
| 14/25 | <p>Festive Lunch Mary spoke to the meeting. Despite a number of enquiries for a festive/seasonal menu, only the Royal Hotel had responded, and copies of their lunch menu were circulated to the meeting. A provisional booking has been made and a cost quote at £21.50 per person for 3 courses and coffee has been received.</p> <p>Following discussion, the Committee felt that members should be invited at a cost of £24.50 in order that the service charge could be included but the amount not be the same as membership.</p> <p>Looking at the menu, it was agreed that Mary should seek a vegan option for each course; and additionally, a 'lighter' option e.g. fruit salad, for the desserts.</p> <p>Mary is to write a letter to all members (in liaison with Neil) regarding the meal and options available, seeking payment in advance preferably by BACS, with a cash option payable at the November meeting.</p> <p>Once the booking is confirmed, Mary is to liaise with Julia regarding 'place cards' including meal choices nearer the time to facilitate a smooth running on the day.</p> <p>The matter of subsidised meals for those who contribute/have contributed to Oban u3a was raised and discussed. Following an animated discussion, it was agreed that the 'thank you'/Group Coordinators celebration would be separated from the Festive Lunch. It was proposed that the 'appreciation lunch' should take place in the Spring, and the opportunity taken for a Group Conveners meeting at the same time. This appreciation lunch to be taken forward in due course by Mary, assisted by Julia.</p> | <p>Mary</p> <p>Mary Neil</p> <p>Mary Julia</p> <p>Mary Julia</p> |

| | | |
|-------|---|-------|
| | A list of those who might be invited was drawn up and is retained by Julia, who will circulate it confidentially to the Committee when required. | Julia |
| 15/25 | <p>Email addresses Sue will address this matter by email.</p> <p>Meanwhile Graham has developed an email list in Dropbox. And it was agreed that Julia should check it is updated when changes take place.</p> | Julia |
| 16/25 | <p>Date of next meeting Due to various commitments amongst Committee members the 'regular' Committee meeting schedule was changed for the next meeting to 18 November 2025, 09:15 at Sue's home</p> | All |

The business having been completed, the meeting adjourned at 10.25.