

**St Austell U3A Committee Meeting**  
**Monday June 13<sup>th</sup> 2022, 9.00am**  
**Venue: St Austell Arts Centre**  
**AGENDA**

1. Apologies for Non-Attendance
2. Election of Chair for the Committee Meeting
3. Approve the Minutes of the Last Committee Meeting – JB & CS
4. Matters Outstanding from Previous Minutes
5. Financial Update – CS
6. Asset Register - CS
7. Committee Approval for the TAM Accounts 2021/2022 – JS
8. Committee Approval of Application for Debit Card for the New TAM account and Signing of Documents for this – JS
9. Committee Approval for Closure of the Old TAM Account – JS
10. Formal Committee Approval for Purchase of USB Hub for use with the Two New Laptops – LD
11. Committee Approval of 2020/2021 Year End Accounts – CS
12. Committee Approval of 2021/2022 Year End Accounts - CS
13. Re-arrangement of Information and Tabs on the website – JB/CC
14. Trustee Code of Conduct – JB
15. Disciplinary Procedure – JB
16. Committee Roles and Responsibilities – PW
17. Ramp Usage – CS
18. Discussion with Sandy French (Arts Centre Trustee) - CS
19. Improving our Professional Image – The Way Forward – All
20. Proxy Votes at National u3a's AGM on 6<sup>th</sup> October – JB
21. Speaker for our Christmas Meeting on 1<sup>st</sup> December? – JB
22. Committee Meetings – Dates and Times Going Forward - LD
23. Groups Update and Update on the Events Sub-Committee – MT
24. Procedures - MT
25. COVID Update – JB
26. Any Other Business