**Minutes of WEA meeting held on Tuesday 30th January 2018 at 12.10 pm at the Parish Hall, Brightlingsea**

Present: Pauline Smith, Pauline Skerritt, Sue Haywood, Sally Whiteman, Peter Norfolk and Angie Wilson. Joyce Rodger was present as an invited observer.

Apologies were given for Anne Ingram and Joan Cole.

Pauline Skerritt took the chair and welcomed everybody.

The previous minutes of 31/10/2017 and 12/12/2017 were read and signed.

Matters arising:

PAT testing was discussed and it was deduced that the Parish Hall will test its equipment in August, Sally will remind/request Terry to include the urn. If it has not been tested by September we will arrange for it before the new Autumn term.

WEA Membership. Angie has at last received her membership card, Peter, Pauline Sk and Anne are also now members.

**Geoffrey Chaucer** The new course is going well, 37 were enrolled, of whom 7 are men. Graham Platts, tutor, was thought to be very knowledgeable, he involves the group and is well prepared.

The coffee break works well provided there are 3 people to wash/clear up.

Numbers in the group were discussed, 37 is our maximum. How to maintain control of the enrolled number will be discussed at the summer committee meeting.

Sarah Moore, Education Officer, had visited the class two weeks ago and Peter told us she had been very complimentary, that she had thought we were a positive, thriving WEA Branch.

**WEA trips** The Brunel trip was much enjoyed and very successful. 31 people have signed up for the UEA Fabergé/Russian Season trip on 8th February. Sue is now planning a Chaucer walking trip in London, using the minibus for 16, probably in April.

The committee thanked Sue for her hard work and brilliant organisational skills.

**Course choices** First choices have gone to the tutors. We will not know the results, probably until May/June.

**AGM** The AGM will be on Tuesday 13th March at 12.10 pm, after the penultimate class. Angie has informed the WEA. She reminded everyone that the committee are still looking for a secretary, to take over by April 2019, at the latest. There is a prospective volunteer, who may be able to do this when her present commitments reduce.

**End of term lunch** Date: 10th April

 Venue: The Yachtsman or the Yacht Club

Sue will make enquiries and start a list of those interested next week.

**Summer coffee mornings** Angie will start the list after half term. We will start on 1st May and then on the 1st Tuesday of each month, ending in September.

**Federation and Regional news, Data Protection, Conference** Angie fed back info from the Regional AGM that Anne and she had attended. She told the group:

The changes in the Regional Office staffing and premises.

The summer cyber-attack, which affected IT systems and phones.

SWIFT, attempt at speeding up procedures/increasing efficiency.

OTL, Observation of Teaching and Learning.

Course hours down, by 1,500, for the Region.

Talk by Ruth Spelman, CEO, and link up with John Bird/Big Issue.

Eastern Region is by far the most active region.

Data Protection, online training is about to start. All charities must do this to comply with a change in the law. AW has signed up and Pauline Sk would also like to do this.

Conference This year it will be held at 3 venues, London, Salford and Edinburgh. If anyone is interested in representing the Branch let Angie know.

Surveys Angie has done the latest one regarding Committees, Treasurer’s and Volunteers.

Tutor recruitment Angie has sent in her thoughts about this when asked by e mail, she read it out.

Federation Peter told us that Bryan Gillion, from Silver End, is now Chairperson. Changes are being proposed and there will be a meeting in Chelmsford next week to discuss these proposals. Peter is now also on the Regional Education Committee.

**Date of next committee meeting** Tuesday 15th May at 10.15 a.m. at 24 Edward Avenue.

**AOB** Joyce told us that this term’s course at Great Bentley had been undersubscribed (9 people enrolled) and had closed.

The meeting closed at 1.20 pm.