**MINUTES**

**WEA COMMITTEE MEETING: 22nd October, 2019**

**Present**

Anne Ingram (Chairperson), Joyce Rodger (Secretary), ,Angela Wilson, Pauline Skerritt, Pauline Smith

**Apologies**

Peter Norfolk, Joan Cole, Sue Hayward, Sally Whiteman

**Previous Minutes and Matters Arising**

* Agreed and signed
* Accommodation survey - Pauline Smith confirmed it was completed
* Financial Statement - Joan informed Joyce that confirmation had been received from the WEA that the branch finances are in order
* Federation - to be brought forward to the next meeting
* Coffee/tea break - Pauline Smith reported that preparing the drinks on trays is working well, although three volunteers are needed to cope with the numbers
* Library - Anne reported that not many books are being loaned out this term. Agreed that only a few should be made available each week with perhaps a list of those which have not been brought in.

**Feedback on Literature: Language, Lore and Legend Course**

* It was agreed that this course is very enjoyable. Thirty four people have enrolled, with three new members, two of whom come from outside Brightlingsea

**Next Term's Course**

* Joyce will be contacting next term's speaker within the next few weeks.
* Several people have already enrolled
* It would appear that no books are required for next term as the speaker will bring any relevant information

**Committee and Roles**

Secretary

* Both Angie and Joyce stated that the handover of the secretary role has been somewhat fraught with it taking a number of emails from both Angie and Joyce to Cambridge to get Joyce's details registered.
* Although Angie has now stopped receiving emails Joyce was still not receiving enrolment details so again had to chase this up. Joyce confirmed she had been notified of some but certainly did not receive full details for this term's course. Joyce to chase up
* Pauline Skerritt pointed out that Angie's details are still on the main WEA website which has to be altered centrally, although she has added the correct details to the Brightlingsea page. Joyce to chase up.
* Angie will send an email to Peter outlining the difficulties that have arisen with the handover of the secretary role

Bank Signatory

* Joyce still to be added to Natwest account. Details have now been received and Joyce with liaise with Joan

**Proposed Visit**

* Agreed in principle that Graham Platt's suggestion of a visit Sutton Hoo would be worth looking into. It has reopened with some new facilities but not all are yet in place. It is a National Trust property which could reduce costs if those who want to go are members. Also, it was suggested as it is not very far members' own transport could be used to save costs. However, this particular visit would not be suitable for anyone with restricted mobility.
* Sue to be asked to look into this

**Feedback of Essex WEA AGM**

* Peter to give this at a later date

**Eastern Region AGM 16/11/19**

* Anne to send apologies as no one is able to attend

**AOB**

Brightlingsea AGM

* Joyce to contact Regional WEA to bring the date forward to the penultimate meeting, not the last one

Christmas

* As previously, members to be asked to contribute to the buffet for the last meeting before Christmas

**Date of Next Meeting**

* 4th February 2020 at 12.15