

POCKLINGTON & DISTRICT U3A

SUMMARY OF MINUTES OF COMMITTEE MEETING

held on Tuesday 3rd March 2015

1. **Apologies** – there were no apologies.
2. **Minutes of Previous Meeting held on 3rd February 2015**

The minutes were unanimously approved as a correct record of that meeting, proposer Pauline Carter, seconder David Jamieson.
3. **Matters Arising**
 - 3.3.5 **Update on Forward Planning Working Group**

Ian Snape advised that the first meeting of this group had been held and that the members were now working on research and would meet again in the second week of March.
4. **Treasurer's Update**
 - 4.1 **Current Balances**

The Treasurer reported that the accounts stood at £11,446.41 of which £1,321 was in group funds.
 - 4.2 **Gift Aid**

The Treasurer said she was in the process of compiling the Gift Aid claim up to March 2014, which should amount to around £500.
5. **Vice-Chair's Update**
 - 5.1 **iPad**

Following helping at a Computer Workshop on iPads, the Vice-Chair proposed that the Committee approve the purchase of a second iPad for use in workshops. Seconded by the Secretary, ***this was unanimously agreed.***
 - 5.2 **Astronomy Group**

David Jamieson informed the meeting that the Group Leader of the Astronomy Group was too ill to continue and that the group was therefore suspended. David Jamieson and the Vice-Chair to seek another member of the group to take over the leadership pending the recovery of the Group Leader.
6. **Secretary's Update**
 - Technical Back-up for Membership Database**

The Secretary reported that she had found a member, Vic Shadforth, who was willing to become the back-up to Brian Snelson in providing the technical support for the membership database and that Brian was currently liaising with Vic to ascertain whether he possessed the relevant skills and knowledge.
7. **7.1 Committee 2015-2016**

The Chair reviewed the current situation in that the current Vice-Chair would stand for Chair, a volunteer, Paul Giles, would stand for Treasurer, the Secretary would stand for re-election and the current Chair would continue as Past Chair. With regard to Committee Members, Brian James would continue into his second year, Ian Snape and Frank Challoner would stand for re-election and one member, David Bragg, had volunteered to stand.

This leaves vacancies still existing for a Vice-Chair and one Committee Member.

The Chair went on to say that the National Office had suggested that the Committee go to the A.G.M. and tell the membership that if no-one volunteered for Vice-Chair the U3A would have to close. This was generally felt to be too drastic a measure at this point in time.

The Vice-Chair proposed that she talk about the role of Vice-Chair at the next drop-in and that a hand-out be given to each member at the door, capitalising on the fact that, because of renewals, the attendance would be higher than normal. Brian James proposed that no mention of closing the U3A should be made.

Both these proposals were unanimously agreed.

7.2 Future Committee Structure

Ways were discussed by which the current situation, with regard to recruiting members to serve on the Committee, could be prevented from recurring. Among these were inviting members to attend Committee meetings as observers; changing the constitution to address the length of time served; changing the constitution to elect nine Committee Members who would then agree amongst themselves who would take on the various duties currently covered by the Officers.

Terry Rogers then proposed that after the A.G.M. a sub-group be set up to review the constitution, working in conjunction with the Forward Planning Working Group, and report its finding to the Committee. This was seconded by the Secretary and **agreed unanimously**.

8. Subscription for 2016-17

The Secretary reminded the Committee that at the previous meeting it had been agreed that a recommendation would be put to the A.G.M for the subscription levels for two years, 2015-16 (already being collected) and 2016-17 (to be collected from January 2016).

Ian Snape proposed that the subscription for 2016-17 be maintained at £12 based on the Future Planning Working Group's current discussions which had generated lots of new ideas and he would not want to inhibit the option to explore these. This was seconded by David Jamieson and **agreed unanimously**.

9. Paid Tutors

The Chair reminded the Committee of the communication from National Office that had been circulated with the minutes of the previous meeting. The four groups affected were Yoga, Line Dancing, Pilates and Ballroom Dancing

Ian warned that as Trustees we could be found to have liability for unpaid tax by regular tutors who may be deemed to be employed by the U3A. The Secretary agreed and suggested that we follow the National Office guidance and obtain signed statements from regular tutors.

Discussion ensued on how the current groups operated, with the members paying the tutor direct for Yoga, Pilates and Line Dancing and the tutor paying the hall hire; the exception was Ballroom Dancing where the Group Leader collected the monies, paid the tutor and the hall.

The Vice-Chair suggested that she meet with the Group Leaders concerned and that a contract be drawn up for the tutor to sign. Ian Snape proposed that we seek professional advice from a tax accountant on the employment status of our paid tutors. This was seconded by the Secretary and David Jamieson and **agreed unanimously**.

10. 10th Anniversary Project

The President updated the meeting on the progress of the project:

- 474 whips had been planted at the Pocklington rugby club pitches
- 300 more whips would be planted in Everingham on Sunday 15th March
- Bird nesting boxes and owl boxes had been put up in Burnby Gardens on 18th February during half term

The Treasurer proposed a vote of thanks to the President, Frank Challoner and Ian Snape for their hard work in arranging the tree planting and bird boxing, both of which had gone very smoothly.

The Chair informed the Committee that she was arranging for photos of the events to be displayed at the April drop-in and at the A.G.M. She had also ordered a cake for the drop-in which would be served with Bucks Fizz to celebrate the anniversary. The Secretary suggested sending photos to the National magazine with a short resume of the project.

11. Date of next Committee meeting:

Tuesday 7th April 2015 at 10.15 a.m. at the Station Hotel, Pocklington:

The meeting closed at 12.05 p.m.