

Pocklington& District U3A Committee Meeting

Tuesday 20th August 2019 at 10.30 a.m.

at the Station Hotel, Pocklington

PRESENT:

President	Steve Fraser
Chair	Chris Mills
Vice Chair	Sue Final
Secretary	Ron Tinkler
Committee Members	Graham Ball, Eileen Ducker, Dave Stone & Liz Dearsly

1. Welcome CM

- The Chair welcomed members to the meeting

2. Apologies for absence

- Apologies had been received from, Moira Laverack Membership Secretary, Paul Giles Treasurer, Brian James Past Chair, Martin Braidley Elizabeth Walker and Val Wosket

3. Approval of the Minutes of the meeting of 16th July 2019

- Proposed by Sue Final and seconded by Graham Ball. Approved

4. Matters arising from Minutes of previous meeting

- CM reported that he believed issues around Mahjong group had now been resolved. The Website reflected what was in place for the Group. Weekly meetings were taking place for all members with a more “serious” scored game available within the main meeting on alternate weeks for those who wished to participate. SF supported by LD asked the meeting to recognize the work that had been carried out by the original Group Leader Suzi Warcup in setting up and running one of the most popular U3A groups. This was acknowledged by all present.
- CM had spoken with Mervyn Buckingham Group Leader for DIY Coffins and the committee agreed that reference should be made on the Group website that MB had produced a comprehensive and very helpful document covering Funeral arrangements and although this was a document from MB and not the U3A it could be made available to anyone who requested it from MB **RLT/CM to provide update for Website**

5. Groups SuF reported

- Following discussion it was recognized that Social Psychology Group now needed a new Group Leader. The Committee wanted to thank Roger Sutton for the great work he had done in leading this group for the last 2 years
- SuF advised that Mick Green had proposed forming a Beer Appreciation Group. This could be announced at September Drop In and details from Mick Green could be used to advertise the group on the website and seek a Group Leader **SuF**

6. Treasurer Update PG provided a written report

- Account balance stands at £7756 excluding Subscription Account
- Arrangements for new cheque signatories are ongoing
- 444 Gift Aid subscriptions had been submitted which had a total value of over £1000

- New SCA Strong Customer Authentication Regulations were shortly to come in force and PG and ML would review the situation with WDY and report back to the committee any implications for Stripe/On Line Membership Renewals
PG/ML

7. Membership Secretary Report ML provided written report

- Membership currently stands at 839
- There were 3 new members joining at August Drop In
- Arrangements are in place for update of the Group Availability Schedule for September Meeting **ML**

8. Secretary Report RLT

- RLT advised that as agreed 60 x 2020 U3A diaries had been ordered and now delivered. Cost to members would be £2.75. ED will arrange sale to start at September Drop-In and RLT will post a notice on website **ED & RLT**
- The First Aid Course was all in place for 29/08/19. The Committee agreed to make a donation of £25 to the Yorkshire Ambulance NHS Trust who would be running the event **RLT to arrange with PG**
- RLT reminded the meeting that it had previously agreed to stop the practice of checking Membership Cards at Drop Ins. He advised that at the August Drop In the checking of cards had resulted in 2 out of date membership cards being renewed. The Committee felt however that the checking of cards was now no longer needed at Drop Ins
- Following an incident at August Drop-In, RLT was asked to determine Burnby Community Hall Evacuation Procedure in light of any emergency **RLT**
- To improve Website and Membership Data Back Up DS agreed to review situation with RLT and Webmaster. **RLT to arrange with DS**

9. Community In Action

- CM updated the meeting on the Pocklington CIA initiative covering
 - i) the Whats On Booklet which outlined all Pocklington groups/organisations currently involved
 - ii) the postponement of the proposed local launch meeting set up for September
 - iii) proposed changes put forward for operation in 2020 which might make things more relevant for U3A and
 - iv) ERYC website which was trying to bring all relevant information on all relevant organizations together on one site which would include Pocklington CIA. **CM to continue to monitor**

10. Meetings

- Next Drop-In, Thursday 5th September 2019.
- Committee Meeting Tuesday 17th September 2019.
- New Members Meeting Thursday 12th September 2019. CM will facilitate. LD not able to attend **NB** All Committee Members welcome to attend

11. AOB

- Following discussion it was agreed that the proposed Accord communication to Group Leaders should be circulated for their comments **RLT**
- The next Accord meeting was scheduled for Monday 9th September 2019 **CM to attend and RLT to check availability**
- It was agreed that RLT should ask Brian Snelson to include details of Groups that are looking for new Group Leaders for next communication to all members **RLT**

- ED will continue to attend Market Weighton CIA meetings on behalf of our U3A
- A review of Asset Register is to be carried out and updated document produced. All Committee members to review and advise RLT of any updates by Monday 9th September 2019 **ALL**
- Following discussion led by SF on how more support can be given to Group Leaders and how they can be reminded of key U3A principles such as “Self-Help” and “Inclusivity” it was agreed that
 - i) A new updated Group Leaders Handbook should be produced, printed and issued to all existing Group Leaders. Sufficient copies should be printed to allow for c50 additional that could be issued to new Group Leaders. **SF & RLT to produce draft of proposed Foreword** covering key principles and pass to **CM, SuF & DS who will finalise all arrangements for overall content printing and distribution**
 - ii) Groups will be clustered together based around broad subject areas and each cluster will be monitored by a committee member who will act as first point of contact for Group Leaders on any issues. It is believed that BJ has already commenced this action but if he is not able to complete for September meeting it will be passed to CM/RLT. **CM to update**
 - iii) Arrangements should be put in place for Group Leaders Meeting in Burnby Community Hall for preferably pm Thursday 14th November 2019 **RLT to arrange**

The Chair thanked those present for their contribution to a positive, focused, productive and wide ranging meeting. NEXT MEETING Tuesday 17th September 2019

The meeting closed at 11.40