

**Pocklington & District U3A**  
**Minutes of Committee Meeting**

**Tuesday 17 September 2024 , 10.00 a.m. at Pocklington Rugby Club, Burnby Lane**

Present: Simon Eggleston (Chairing)

Neil Barrett

David Hebden (Treasurer)

Gerry Hutchinson

Rosemarie Kennedy

Pauline Slater

Margaret Stubbs

Ralph Voke

Rosemary Waugh (secretary)

1. Introduction/Welcome and Apologies for absence (SE)
  1. Apologies had been received from CB, JK, LS, MM and JS
2. Approval of Minutes of August meeting
  1. Proposed by PS, seconded RK
3. Matters arising from Notes of previous meeting (SE)
  1. Outdoor Day.
    1. The timing was agreed for 10 until 12. Committee members attending will come earlier to set up, pitch the gazebo etc.
    2. The gazebo, bunting and leaflets will be there to 'brand' the event. DH will bring a table. MS will bring table-tennis bats and balls.
    3. RW will send a reminder email to members a few days beforehand.
    4. The equipment for the various games has been booked and LS will collect from Driffield. SE agreed to return it to the depot on the following Monday.
    5. A decision will be made, if necessary, about cancellation in the event of bad weather, and this will be circulated by email the day before or on the morning.
  2. Christmas Event
    1. The event, now called 'Midwinter Music' has been booked for Monday, December 2nd. A meeting for all the Group Leaders involved has been arranged for Tuesday, October 1st.
    2. All members of the P&D will be invited.
    3. It is hoped that refreshments including mince pies can be served.
    4. NB and MS will discuss further the possibility of a further event/exhibition in the New Year, to showcase the work of other creative groups.
4. Chair's report (SE)
  1. Review of policies. It was suggested that we should operate a 'diary' system for regular review of policies and documentation. LS has drafted an HS policy for the P&D, based on the TAT model. Further discussion was deferred until next meeting, with LS present.

There was considerable discussion as to how requests for risk assessment information should be presented to Group Leaders. The wording needs to be user-friendly and straightforward, but GLs need to know that a written return of some form is necessary. It was agreed that:

- a) The question would be raised with ACCORD and with Margaret Fiddes, to find out how other branches do this.
  - b) The template would be sent to all members of the Committee, for consideration and possible suggestions/amendments.
  - c) It would be made clear to all new group Leaders, and included in the handbook, that a covering risk assessment must be filed.
2. Co-option of Polly Fothergill. After visiting last week, Polly had expressed willingness to join the Committee. The constitutional position on numbers having been checked, she was proposed for membership by DH and seconded by PS.
5. Group activity (SE)
1. Military History – may disband due to lack of anyone willing to take over as leader.
  2. Golf – continuing under new leadership
  3. Latin – is continuing, but neither leader has renewed membership! CB is pursuing the case.
  4. Crime Fiction – is now up and running, with meetings agreed and arranged.
  5. Spanish for Beginners – has brought a big response, and will be commencing meetings.
6. Treasurer's update (DH)
1. Treasurer's Report
    1. Main Account     £ 5368
    - Subs account        2112
    - Total funds         7480No major items of expenditure imminent
  2. Health and Safety documentation – discussed under Item 1
7. Membership Secretary's update (CB/RV)
1. Groups for the less able. One of the new members voiced an interest in starting a group for the deaf and hard of hearing. RV will talk further to this member at the next New Members' Meeting, to find out what she has in mind before the suggestion is taken further.
  2. Access to the TAM on-line. We now have 116 members who have opted out of the TAM hard copy – however, the online version is content-only and frill-free, so this needs to be made clearer to members.
8. Secretary's Report (RW)
1. Health Day at Market Weighton. This event is on Saturday, October 19th from 12.30 until 4.00; we have agreed to staff a table in MW Community Hall, to highlight the benefits that u3a can offer in the community.
9. AOB
1. (GH) Is the information we hold about costing of different venues up to date? Maybe we should review again?

2. Fit for the future (GH). Attention was drawn to this TAT initiative, and members were invited to read the information on the TAT website before the AGM on October 16th.

10. There being no further business raised, the meeting closed at 11.06.

11. Date of next meeting Tuesday, 15 October, 10.00 a.m., at the Rugby Club, Burnby Lane.