

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

Tuesday 15 October 2024 , 10.00 a.m. at Pocklington Rugby Club, Burnby Lane

Present: Les Smith (Chair)
Simon Eggleston (Vice-Chair)
Neil Barrett
Pauline Fothergill
David Hebden
Gerry Hutchinson
Jean Kay
Rosemarie Kennedy
Mike May
Pauline Slater
Margaret Stubbs
Ralph Voke
Rosemary Waugh (Secretary)

1. Introduction/Welcome and Apologies for absence (LS)
Apologies had been received from JS and CB: PF was formally welcomed to the Committee.
2. Approval of Minutes of September meeting
 1. Proposed NB, seconded SE
3. Matters arising from Minutes of previous meeting (LS)
 1. Midwinter Music
 1. PF has held a meeting with the Group Leaders involved. The planned structure of the afternoon was shared.
 2. There are concerns about the capacity of the Church, as the gallery is currently not usable. RW will contact Chris Gibbins and find out the situation. It may be necessary to limit the audience to members only, and/or to issue tickets. The possibility of changing the venue was discussed and ruled out.
 3. The refreshments will be paid for from u3a funds, and all the Committee will assist with serving them. Refreshments will be free of charge, but a saucer with some small change on could be positioned on the counter.
 4. A bucket at the door will invite contributions, to be given directly to a chosen charity. Both Age Concern and the People's Pantry were nominated as the beneficiaries – no decision was voted on.
 5. LS will collate and arrange the PowerPoint.
 6. David Fothergill will be asked to write a report for the Pocklington Post.
 7. Further arrangements have been delegated to a sub-committee of PF, LS and RW.
 2. Market Weighton event
 1. SE and DH volunteered to assist setting up and staffing the table.

2. LS has the bunting, pop-up banners and some leaflets – he will deliver to SE before Saturday.
3. RW will arrange to collect more leaflets from JS.
3. Health and Safety Documentation – this was discussed under item 6

4. Chair's report (LS)

1. TAT AGM. LS will be attending via Zoom – we have three votes (which must be concurrent.) The proposal regarding the change in administrative structure of the TAT was discussed and the following motion was passed, proposed by LS and seconded RW:
 1. That LS be delegated to vote for the P&D on all issues.
 2. That the feeling of the Committee is to vote against the proposed changes, but –
 3. That LS be authorised to vote as he sees fit after considering the arguments presented by either side on the day.
2. Rugby in the Community. LS will be attending the RITC Awards evening this week as our representative; there is a drinks reception at 7 and fellow committee members were invited to attend (with the chance to meet the High Sheriff).

5. Group activity (LS/SE)

1. Of the 67 active groups, 46 leaders have returned the questionnaire, and seven reported that they hold some u3a equipment.
2. On a 'traffic light' scale of potential problems, five groups may be facing leadership crises: Archaeology, Garden Wildlife, Pub Lunch 5, Italian, and Spanish Beginners (This last was a communication problem, since resolved.)
Military History was flagged as 'red' and may fold in March when David Burn steps down.

6. Treasurer's update (DH)

1. Treasurer's Report

1. Current balances are	Main Account	£2220.77
	Subs Account	<u>5292.54</u>
	<u>Total</u>	<u>£7513.31</u>

and approximately £150 cash.

2. Health and Safety documentation

1. Most of the branches in ACCORD have adopted the TAT policy, and six out of the ten have it on their website.
2. After considerable discussion, the following was agreed (proposed by DH and seconded RW):
 1. The P&D will adopt the TAT policy.
 2. This will be with immediate effect, and statutory from April 1 2025.
 3. All Group Leaders will be asked to create a Risk Assessment for their Group and its activities. To this end, DH will draft a letter to GLs, which will be agreed with LS. This will accompany the appropriate templates and emphasise as tactfully as possible that it is necessary and mandatory for them to be completed. DH will oversee the collation of all returns.

3. All regular venues should be checked for cover.

7. Membership Secretary's update (CB/RV)

1. CB has sent the information that there are currently 711 members on roll
 2. Certain members have still not subscribed for the current year, and are now six months in arrears. It was agreed that a firmer line needs to be taken with defaulters, and it must be made clear that to enjoy the privileges of membership they must pay subs when due. MS had drafted wording which could be included in the Renewal letter. In the absence of CB, it was agreed to discuss this more fully at the next meeting.
8. Secretary's Report (RW)
1. All matters had already arisen and been fully discussed.
9. AOB
1. A query had arisen as to who has the ability to access and to change contact details on Beacon. RW will ask Brian Snelson for this information.
10. Date of next meeting Tuesday, 19 November, 10.00 a.m., at the Rugby Club, Burnby Lane.