

Pocklington & District U3A Committee Meeting

Held on Tuesday 15th August 2017 at 10.30 a.m.
at the Station Hotel, Pocklington

PRESENT:

President	Freda Snelson
Chair:	Graham Ball
Vice-Chair:	Brian James
Treasurer:	Paul Giles
Secretary:	Graham Gillyon
Committee Members:	Val Wosket (minutes), Frank Challoner, Eileen Ducker, Ian Smith, Elizabeth Walker, Moira Laverack, Kay Stephenson

1. Welcome

- The Chair, Graham Ball, welcomed members to the meeting.

2. Apologies for absence

- Pauline Carter, David Bragg

3. Approval of the Minutes of the meeting of 18th July 2017

Approved without amendments.

- Proposed: Brian James
- Seconded: Paul Giles
- Approved Minutes to be posted to website at close of Committee Meeting

4. Matters arising from minutes of previous meeting

- **Audit of Assets**
 - PG has traced assets as far back as he can. A small number cannot be identified. For the next meeting he is hoping to have lists of what is in the equipment room at the Methodist Church and what is held by members.
- **Insurance Concerns**
 - GG confirmed that the Group Leaders' Handbook clarifies insurance issues. FS suggested that at the next Group Leaders' meeting members' attention is drawn to what is in the handbook.

5. Groups

- **Revision of groups associated to Committee members (GG)**
 - BJ summarised for the committee's benefit the idea behind the development of Link Committee members, whose primary purpose has been to act in an advisory capacity for group leaders. Currently there is little activity in this area and a discussion took place as to whether it is useful to keep the role of link committee members. Those present agreed it is a useful channel of communication. GG suggested re-configuring links with groups according to the new categories now on the website. BJ suggested sending round a message to group leaders before each committee meeting reminding them that they can bring any issues to the

Committee's attention through their link committee member. This was agreed to.

- It was agreed to hold a group leaders' meeting in October or November and that part of this will be to canvass opinion on whether those present think there is an ongoing need for link committee members. Copies of the new Group Leaders' Handbook will be given out at this meeting. A 4.30 p.m. start was suggested to ensure the majority of group leaders would be available.
- Members agreed that training on using the new website for group leaders should be arranged separately.
- **U3A membership status (VW)**
 - VW mentioned that it had come to her attention that a number of groups may have one or more attendees who are not current Pocklington U3A members. This may be the case because they have never officially joined, or have not renewed their annual membership, or are members of another U3A organisation in the area. It was agreed that GG will remind group leaders to check people are paid-up current members. If they have any doubts about whether someone is a current member they should check with the membership secretary (ML) who can address the issue of membership with individuals where necessary.

6. Treasurer's Update (PG)

- Bank total is currently £11,461, which includes gift aid of £1,190.

7. Membership Secretary's Update (ML)

- Current membership stands at 812.
- Website developments are progressing as anticipated.

8. Secretary's Update (GG)

- TAT communications: GG has received a copy of the Annual Report and he summarised key financial points and figures from this for the committee. Copies available from GG.
- Print runs of the handbook will be shorter this year (250 in each batch) following encouragement of our members to access information and download it from the website wherever possible. People known not to have access to email will have a copy posted out to them.
- Open meeting (First Aid Awareness): Thursday 19th October 1.45 to 4.15 p.m. at Burnby Hall Community Centre. This will be run by someone from the Ambulance Service and will be free to U3A members. Twenty places are available and a notice about this will be posted.
- Proposed expenditure:
 - Audio speakers: these need replacing due to deterioration of wiring. Committee agreed to spend of £50.00 on replacement costs.
 - Internet connectivity contract: Committee approved expenditure of £120.00 (for a year's contract) to have this available at Burnby Hall Community Centre.

- Committee approved a payment of £1,800 to WDY (website consultants) for one year as further investment to progress the website, e.g. to pay for programming by professionals which is needed.
- PG asked committee members to be mindful of the current increase in spending which will not be recouped until future subscriptions come in. This is not a problem but needs to be kept in mind in relation to future spending.
- ML highlighted the urgency of addressing imminent membership issues, in particular joining and renewing through the website. GG confirmed this is an important and separate issue that is in being given close consideration.

9. Meetings: Committee Attendance

- Drop-in on Thursday 7th September: a majority of committee members will be available to help.
- Open meeting on Wednesday 27th September: ED and IS to co-ordinate with help from other available members.
- New members meeting 17th October: ML, EW and GB (with ED if needed).

10. Website Update

Nothing to report.

11. AOB

- IS inquired whether there was any update from Burnby Hall Community Centre on the possibility of installing a hearing loop. There has been no further response.

Date of Next Meeting:

- Agreed there will be no meeting in September due to low number of committee members available. GG will communicate with the committee by email if necessary.
- Next meeting will be on Tuesday 17th October at 10.30 a.m. Apologies received from FS and GG. Apologies for November meeting from GG.

The meeting closed at 11.45 a.m.