

Pocklington & District U3A Committee Meeting

Held on Tuesday 15th May 2018 at 10.30 a.m.
at the Station Hotel, Pocklington

PRESENT:

President:	Steve Fraser
Past Chair:	Graham Ball
Vice-Chair:	Chris Mills
Secretary:	Graham Gillyon
Committee Members:	Pauline Carter Eileen Ducker, Elizabeth Walker, Moira Laverack,

1. Welcome

- The Chair, Graham Ball, welcomed members to the meeting Chris Mills, Vice-Chairman was welcomed and introduced to the committee.

2. Apologies for absence

- Brian James, Ian Smith, Martin Braidley, Val Wosket and Paul Giles.

3. Approval of the Minutes of the meeting of 17th April 2018

- Approved without amendment.
- Proposed: Pauline Carter.
- Seconded: Moira Laverack
- Approved Minutes to be posted to website at close of Committee Meeting.

4. Matters arising from minutes of previous meeting

- There were no matters arising.

5. Groups

- As vice chairman, Chris Mills is the point of contact for the groups and BJ will arrange for CM and MB to be inducted as trustees on his return from holiday.
- Following a suggestion from Mervyn Buckingham regarding DIY Coffins and Funerals it was agreed to publicize this on the website and at the drop-in to gauge response. A suggestion from Margaret Stubbs regarding Group's showcasing their activities at an open meeting or drop-in had been received. SF reminded the committee that this initiative was met with reluctance at the last Group Leaders Meeting. It was agreed that GG would respond giving Group Leaders options to organize their own Open Meeting, or, subject to prior approval, showcase a static display at the drop-ins.

6. Treasurer's Update (PG)

- No report had been received and it was agreed that PG be asked to prepare a report to be appended to the minutes.

7. Membership Secretary's Update (ML)

- ML reported that there had been 9 renewals and 1 new member at the last drop in which had been organized by Terry.

- Current membership stands at 754, with 155 not renewed, including 3 Group Leaders. ML would send another reminder email to them, and if that failed will do a follow up telephone call to them.
- It was agreed that Group Leaders should keep the membership informed of any vacancies.
- Gerry Hutchinson put forward a suggestion that Group Leaders could check with ML if their members had renewed. ML already did this for some groups and the secretary would inform all Group Leaders of this service.

8. Secretary's Update (GG)

- As no Secretary had been appointed, Graham would work with Chris Smith to fulfil this role on a temporary basis. GG thanked Pauline and Chris for their work in his absence, especially the work involved with the AGM. Chris Smith would keep the laptop and handle day to day emails and GG would manage Third Age Trust and Charity Commission matters arising. GB on behalf of the committee thanked GG for his contribution to the U3A.
- GG pointed out that the role of Secretary had been reviewed and was now more manageable. It was agreed that all Committee Members should actively seek to find a Secretary and the position be advertised on the website and at New Members meetings.
- GG reported that the AGM Minutes would be posted on to the website.
- It was agreed that the handbook would be updated indicating the version latest version by date as the up to date information was on the website. This would save a considerable amount of time and effort in getting new handbooks out to all members.
- It was agreed that GG send a letter of thanks to Joyce Turnough and Alex Clarke for their reception duties at the drop-ins.
- It was pointed out that there is a need for more members to take active roles at the drop-ins to help out with Meet and Greet and Reception and the Committee were asked to consider the best approach.

9. Meetings: Committee Attendance

- Drop-in on Thursday 7th June : GB, PC, EW, IS, ED, CM and possibly BJ.
- Open Meeting Wednesday 16th May: GB, EW, ED, CM. GB and CM to visit the venue on Tuesday afternoon

10. Website Update (EW, PC)

- There are still some ongoing issues but WDY are working with PC, ML, EW and Brian Snelson to resolve these. The GDPR application form is on the website. ML informed the committee that the website and Access date match and as only allowed to keep a year's data to be compliant, Access will need to be archived. ML and BS are working to ensure that this happens. PC asked to be kept informed of progress.

11. AOB

- Bookings confirmed by Chris Smith for Drop Ins 2019 i.e. 1st Thursday each month and also added to website under 'Events'.
- Bookings confirmed by Chris Smith for Committee Meetings 2018/19 i.e. 3rd Tuesday each month, venue Station Hotel, Pocklington – 10.00 to 12.30 p.m.
- The Third Age Trust – Strategic Plan Questionnaire 2018 to be discussed at the next committee meeting.
- It was proposed by Pauline Carter and seconded by Graham Gillyon that a £100 donation be given to First Aid Training and it was agreed that the Treasurer be asked to send a cheque for this amount.
- Following a well-received presentation by David Hobson of the Astronomy Group to residents of Wilberforce House, it was agreed to encourage individual group leaders to take this up but not to invite Wilberforce House to an Open Meeting or Drop-In.
- Following a request from Gerry Hutchinson, it was agreed that the U3A would fund a plaque for tree planting and ask GH to source.
- The Singing for Pleasure Group, like all U3A Groups is self-funding.
- The President wanted it made clear that should non U3A members be invited to U3A Groups, this would invalidate U3A insurance.
- ML informed the Committee that in order to comply with GDPR, extra security was needed regarding the magazine list.
- PC reported that the Balance Class had been well received and had sufficient people at the moment. Freda Snelson had agreed to be the coordinator.

Date of Next Meeting:

- Tuesday 19th June 2018 at 10.30 a.m.
Apologies received from ED

The meeting closed at 12.10 p.m.