

Pocklington & District U3A Committee Meeting

Held on Tuesday 21st August 2018 at 10.30 a.m.
at the Station Hotel, Pocklington

PRESENT:

President	Steve Fraser
Chair	Brian James
Vice Chair	Chris Mills
Treasurer	Paul Giles
Committee Members:	Ron Tinkler, Martin Braidley, Eileen Ducker, Val Wosket, Ian Smith, Elizabeth Walker, Moira Laverack, Graham Gillyon, Pauline Carter

1. Welcome

- The Chair welcomed members to the meeting. Ron Tinkler was welcomed to his first Committee Meeting. SF proposed RT as incoming Secretary from October 2018. The proposal was seconded by Brian James and carried unanimously.

2. Apologies for absence

- Graham Ball

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

- Approved with one amendment: under AOB 'back carbon copy' should read 'blind carbon copy'.
- Proposed: ML.
- Seconded: CM.
- Approved Minutes to be posted to website at close of Committee Meeting. (Minutes are accessible under the 'Resources' heading.)

4. Matters arising from Minutes of previous meeting

- U3A Safeguarding Policy: Committee agreed to adopt the general draft circulated by the Third Age Trust (TAT) and then to make some amendments to adapt it specifically to our U3A. RT will provide a revised draft. Proposed by MB, seconded by GG and carried unanimously.
- Social Prescribing Programme: This document has now been attached to the minutes of the last meeting.
- Use of BCC: Guidelines have not yet been sent round to the membership. Committee agreed to put this item on the agenda for the next Group Leaders' Meeting and to produce guidelines for group leaders prior to this meeting. **Action: GG.**

5. Groups (CM)

- Astronomy Group: Request for purchase of a telescope. CM is liaising with the group and has discussed the Committee's decision on their request for funding and the rationale behind this decision. The Committee agreed that we need a clear policy on funding for groups that can be discussed with group leaders at the next Group Leaders' Meeting.

- The Treasurer reminded the meeting that the Committee does not approve funding for consumables. Members wishing to start a new group are to be made aware there is a process to go through with support and guidance from the Vice-Chair.
- Enquiry from leader of the dressmaking and pattern cutting group: CM will follow this up with the group leader and discuss with her any further concerns or requests she may have.
- Enquiry from Bainton U3A bowls group: Committee agreed this will be advertised on the website as a potential new Pocklington and District U3A group.
- Request for funding for equipment from the leader of the Scrapbooking and Papercraft group: The group leader will be asked to supply further specific details of what they wish to order, with the likelihood that the Committee will then approve the request.
- TAT Regional Development Meeting in Doncaster on 20th September 2018: CM will attend on behalf of the Committee. Focus of the meeting is on developing groups.
- Group Leaders' Meeting: Next meeting is likely to take place in November 2018.

6. Treasurer's Update (PG)

- Balance in the bank is currently £7,956. Next year's diaries have been bought.

7. Membership Secretary's Update (ML)

- Current membership stands at 808.
- ML is continuing to liaise with WDY about setting up on-line payments. Some delays are occurring due to people taking holidays. ML will keep tracking this and will do what she can to expedite the process.
- At the last Drop-in some members expressed their concerns about the members' handbook not being routinely available in hard copy. The Committee thinks it is important for members to be aware that we are moving towards providing as much information as possible on-line. Hard copies of the handbook are reserved for people without email (currently approximately 100 members). We still give out hard copies to people who request them, although it is important to underline that the on-line information is always more up to date.
- ML will continue to be unavailable for Drop-ins until Christmas due to personal commitments.

8. Secretary's Update (GG)

- Proposed purchase of new computer for incoming Secretary: Approximate cost will be £500.00. Proposed by GG, seconded by PC and carried unanimously. The old computer will continue to be used by the website secretary/moderator.
- Appointment of incoming Secretary: Chris Smith has given RT access to the Pocklington and District U3A email account. RT will be fully in post from October.

- Insurance for trips: GG has spoken with someone at the national office for clarification. He has been advised that U3A members from other branches can attend trips organized by Pocklington and District U3A and will be covered under national U3A insurance arrangements.
- Community signposting (e.g. of events organized by East Riding Council or local voluntary organisations): GG suggested that we create a box on the website for community signposting where local events and initiatives can be publicized. These would have to be non-political and non-religious in nature. A link would be included from the U3A community signposting area to the organization, project or event. All entries would be moderated by the website secretary and would need to meet the requirements of being non-profit making and of potential interest to our members. A statement on the website would make it clear that these were not U3A activities. The Committee agreed with this suggestion.

9. Meetings: Committee Attendance

- Next new members' meeting will be on 13th September: CM, EW and Liz Dearsley to attend.
- Next Drop-in, 6th September: IS, Liz Dearsley, ED, EW, SF, Chris Smith and Terry Rogers (tbc) to attend, plus new member Graham to help at entrance desk. CM will announce any notices and set up the audio equipment in BJ's absence.
- ED will take on the role of welcoming new members at a designated table to which they will be directed after they have joined, or while they are waiting to join. All Committee members will make a point of looking out for new members and making them welcome.

10. Website Update (EW)

- Nothing to report. Committee agreed this item does not need to be included as a standing item on future agendas.

11. AOB

- ED reported that the Market Weighton Action Group has requested the attendance at their meetings of someone from the U3A Committee. ED volunteered to do this and the Committee agreed that she should represent Pocklington and District U3A and keep the Committee informed as appropriate.

Date of next meeting: Tuesday 18th September 2018.

Apologies from GG, ML and RT. RT will circulate a note to all Committee members asking if they are available to attend. A decision about whether there will be enough Committee members for the meeting to go ahead will then be made.

The meeting closed at 12.15 p.m.