

Pocklington & District U3A Committee Meeting

Tuesday 21st January 2020 at 10.30 a.m.
at the Station Hotel, Pocklington

PRESENT:

President	Steve Fraser (Acting Chair in CM's absence)
Secretary	Ron Tinkler
Treasurer	Paul Giles
Committee Members	Val Wosket, Liz Dearsly, Martin Braidley, Eileen Ducker, Elizabeth Walker.

1. Welcome SF

- The Acting Chair welcomed members to the meeting.
- Apologies for absence were noted from Chris Mills (Chair), Brian James (Past Chair), Graham Ball, Sue Final (Vice Chair), David Stone and Moira Laverack (Membership Secretary)

2. Approval of the Minutes of the meeting of 17th December 2019

- Proposed by Liz Dearsly and seconded by Eileen Ducker. Approved without amendment.

3. Matters arising from Minutes of previous meeting

- LD repeated her request, made at the last meeting, for an appeal to be made at Drop-ins for help with the new members' desk. RT assured her this would happen.
- PG has asked WDY to supply an invoice for the £500 due to them.

4. Groups (RT in SuF's absence)

- SF reminded the Committee that groups need to adhere to the U3A self-help ethos and should not normally be helped out by a Committee member stepping in where a leader is not forthcoming.
- A previous Group Leader of the Theatre Group has volunteered to take this group forward on a temporary basis for 2 to 3 months to allow time so that a permanent leader or leaders can be identified.
- The Science Group is still 'live' but not yet active.
- Patchwork Group: Although some interest has been shown at Drop-ins no one has volunteered to lead the group, which is therefore unlikely to proceed.
- Mahjong Group: EW requested an update on Mahjong Groups. It was outlined that there are 2 groups meeting regularly with different Group Leaders although some members attend both sessions.

5. Treasurer's Update PG

- Account balance stands at £7,636.00 (after deduction of £500 due to WDY). This compares with a balance of £6,747.00 at the end of December 2018. P&D U3A is expected to have made around £900 profit this financial year. PG recommended keeping the current membership subscription rate of £10.00 for 2021-2022 and this received Committee approval.
- Annual Return: PG will action this for 31st January.

6. Membership Secretary's Report (RT in ML's absence)

- Membership currently stands at 912. Ten new members joined at the January Drop-in.
- Next New Members' Meeting will be on 23rd January and will be chaired by CM (ML, EW and LD to assist).

- Everything is in hand for membership renewals to start at the February Drop-in.
- Members need to sign separately for membership and gift aid. Forms for both are now available on the website. Some forms will be printed off for the next Drop-in.

7. Secretary's Report RT

- RT has researched purchasing a new printer and has had discussions with associates. He recommended buying a top of the range home printer (rather than a more expensive commercial printer) and circulated details of the preferred choice, which would cost £75.00. Committee approved this expenditure.
- RT clarified that equipment bought for the use of group(s) belongs to P&D U3A and not to any particular group (unless it is in the form of a grant made to a specific group for their sole use). The group is the custodian of the equipment, not the owner. This issue will be clarified for group leaders at the next GL's meeting.

9. Meetings

- Date of the May Drop-in is now confirmed as Tuesday 12th May, rather than Thursday 14th May which is the date of the AGM. Committee approved these dates.
- February Committee Meeting and Drop-in: all present able to attend.
- There will be space for up to 5 more Committee members going forward and several potential new Committee members have been identified. It was agreed to invite these people to attend a Committee meeting as observer(s).
- There is confirmation of a likely speaker for the AGM. This person would not charge a fee, but may welcome a charitable donation. It was agreed that the Ukulele and Singing for Pleasure groups be invited to perform at the AGM. LD offered to help VW with the minutes of the AGM.

10. AOB

- The Singing for Pleasure Group has requested a laptop for projection of lyrics onto a screen. RT will ask Gerry H if a spare (even if old) laptop is available to use for this purpose. ED will then inform the group.
- PG has given ML a list of signed gift aid forms that are over 4 years old and which might need to be updated. PG reminded the Committee that responsibility lies with the individual to let the Membership Secretary know if their gift aid status changes.
- It was agreed to come back to the issue of the National U3A day at the future meeting when more Committee members might be present.
- Cluster contact and new group start up support:
 - (i) Cluster contact: Committee members agreed it would be useful for cluster contacts to sit down with any future new GLs (or any existing GLs who might request) and provide them with a simple, brief guide to being a group leader. This would provide a summary of key points expanded on at greater length in the Group Leaders' Handbook. To take this forward, all Committee members were invited to send ideas and suggestions for this brief guide to RT.
 - (ii) New group start up support: One GL has asked whether an advance sum (e.g. for costs of a venue) can be provided to help a group get started. A precedent for this does exist with the Travel Group where a travel/accommodation provider requires a deposit before all payments

for a trip have come in from members. The Committee agreed that only in exceptional circumstances, subject to Committee approval, would an advance sum be given to a group. This would be decided on a case-by-case basis.

The Chair thanked those present for their timely and succinct contributions to the meeting.

NEXT MEETING Tuesday 18th February.

The meeting closed at 11.30 a.m.