

**Pocklington & District U3A
Committee Meeting**

**Tuesday 20th July 2021, 10.30 a.m.
Scout Hut Burnby Lane Pocklington**

Present: Graham Ball (Chair)
Ron Tinkler (Secretary)
David Hebden (Treasurer)
Moirra Laverack (Membership Secretary)
Liz Dearsly
Rosemary Hutchinson
John Senior
Elizabeth Walker
Brian James
Steve Fraser (President)

1. Introduction/Welcome and Apologies for absence (GB)
GB opened the meeting and welcomed members. Apologies had been received from Chris Mills (Past Chair), Paul Giles & Rosemary Waugh.
2. Approval of Notes of June 2021 meeting
The acceptance of the minutes was proposed by LD and seconded by RH.
3. Matters arising from Notes of previous meeting (GB)
 1. It is planned to hold a further New Members meeting on West Green in August. The previous meeting had worked well, had been well attended and was greatly appreciated by the new members. ML will agree the best date with LD and advise the Committee. Attendance of other Committee Members is always welcome
 2. BJ will review his diary to check availability to attend On Line TAT AGM. If he is unavailable he will advise RLT who will attend as deputy.
 3. There was considerable discussion around the Ukulele Group FaceBook page. It was understood that although this was an open FB group, it did not carry out any u3a activities via FB and consequently there was no possibility of any non u3a members participating and invalidating insurance arrangements. It only allowed non u3a members to "follow" the page on FB. It was agreed that following the establishment of the P&D u3a FB page that the Ukulele Group would be approached to link directly to P&D u3a FB and ensure there was consistency of presentation, branding and message and that a link to allow non members to join P&D u3a could be set up on their page.
 4. RLT reported back that there was no opportunity to take up a stall for the Lockdown event as the 30 positions that had been agreed had already been allocated and there was a waiting list.
4. Treasurer's update (DH)
 1. There is little financial activity to report; after payment of the capitation and magazine subs to TAT, the main account balance was £940 and the subscription account balance £8494.
 2. Following discussion it was agreed that funds returned from the Canasta group would be held at the centre but for a period of no longer than 12 months and would be ring-fenced so that they could be returned should a new Canasta Group restart. It was accepted that any reformed group would probably have a mix of previous and

new Canasta Group Members but it was still more appropriate to return the cash to the Group itself.

3. Following discussion on Card Reader it was agreed that a purchase be made of the
 4. Basic 30 pounds model. It was felt that there were no real cost issues and following donation of an appropriate mobile phone to P&D u3a as a general asset, that there should be no real technical issues. Some cross referencing administration might need to be put in place particularly for “new” members. It would probably be a useful exercise at an appropriate time to carry out a trial/pilot group of c 12 to 20 members before a full launch in January 2022
 5. It was felt that a full review of the Assets Register would be required in the 2021/22 year and this could probably be best done through Group Leaders. It became evident that a Group Leader Meeting would be needed sometime in the autumn
 6. It is already emerging that some venues as they re-open have changed their payment protocols. It may not be possible for some groups to pay by cash. It was agreed that a policy/explanation document would need to be developed to help Group Leaders who might find themselves in such situations
5. Membership Secretary’s update (ML)
1. Membership now stands at 635 and is growing only gradually.
 2. Gerry Hutchinson has agreed to be the deputy site administrator and already has access to the demo system. Gerry is very capable and reliable. He is a retired IT manager so is well qualified. The data transfer converter is ready for next day. It will simply download the latest csv from the website.
 3. Outstanding activity now includes; the need to check the groups that may have appeared or disappeared since the last list. The need to suggest a modified sorting of groups by faculty.
 4. The Word part of the card printer operation is done. There is a need to rearrange the Excel to read the download from Beacon.
 5. There is also a need to put a cross link on the website redirecting enquiries to Beacon. However, it will be safer to do that in early August rather than direct it to the demo system then have to change it.
6. Secretary’s update (RLT)
1. Click & Save. This has now gone live. RLT advised that to date 11 members had “signed up” to the programme
 2. The TAT National AGM will be held on August 26, and either RLT or BJ would attend the On Line Zoom Event. RLT to forward details to BJ
 3. The Canasta Groups and iPad Training Group were no longer running and the Singing For Pleasure Group was seeking a new Piano Player It was suggested that Peter Winterton be approached to see if he may be able to help SFP.
 4. It was agreed that the Committee needed to give some thought as to how it could support Group Leaders as groups begin to restart. While there may be some financial support to ensure first meetings could go ahead without the worry of sufficient numbers to meet the restart venue/facility/refreshment costs it was more likely that practical help would be needed to help GLs reconnect with members and particularly to attract and welcome new members Again it was thought this would be an agenda item for the GL Meeting
 5. While there is still expectation that Burnby Community Hall will re-open for Drop In Meetings it was felt better to wait and see what restrictions/protocols ERYC put in place before finalising P&D u3a arrangements. ERYC are aware of our requirements once the building does reopen

7. AOB

1. Facebook. JS updated the meeting on progress and issues. The development of FB would take place in 2 stages. Stage 1 being the set up of the Opening Home Page open to all, which will remain “static” and unchanging for a considerable period of time , and Stage 2 which will be the development of the interactive pages open only to P&D u3a members which will be constantly updating from inputs by Group Leaders and follow up comments by Members. The Home page was well on the way to completion with excellent contribution from Photography Group and just awaiting final input from Embroidery Group. This is the page that will also have a link to our current Website and a link to a page that allows people to join P&Du3a. JS plans to be in a position to be able to demonstrate this page at the August Committee Meeting. It will also have to outline core u3a protocols and philosophy including criteria for membership. Stage 2 development would be more complex and would require considerable monitoring to ensure compliance either by a small group of appointed individuals or by clearly outlining requirements to Group Leaders and having them in essence monitor their own posts and follow up comments.
Irrespective of which approach was adopted there would need to be some consistency in branding. Following response from Committee there was more support for the Blue White Black Logo than the other 2 combined. It was agreed to adopt this style universally and to review other areas where the logo is used and make consistent with the new branding (including Group pages on FB)
2. AGM 2021. Arrangements for safe procedures and protocols were agreed for AGM set for 22/07/21. This included, registration, quorum requirements and alternatives, new committee appointments, refreshments and AGM 2022
3. Venue Contact – this item was agreed to be carried forward.
4. Handbooks 2021/22 - this item was agreed to be carried forward
5. Groups Availability - this item was agreed to be carried forward
6. It was agreed that the new 21/22 Committee would review the appointment of a President at a subsequent meeting
7. RLT was requested to review the Constitution and clarify 2 points
 - i) the position relating to committee members being unable to attend meetings and
 - ii) requirements for making minor or procedural changes to the Constitution
8. Following discussion it was felt not appropriate to progress the idea of offering to collect pharmacy blister packs at future Drop In Meetings because of the precedent and likely follow up requests that would be more difficult to manage or “refuse”
9. The meeting was updated on the Archaeology Group request to Professor Alice Roberts to give a Zoom presentation on the Saxon Chariot and associated finds in the Pocklington area which feature in her recent book. Any meeting would be open to all P&D u3a members. Awaiting response. There may be an issue dependent on any fee that might apply.
10. Graham Ball was thanked for his 12 months as Chair in this strangest year of u3a lockdown as he will leave the Committee following the AGM

8. Date of next meeting Tuesday 20th July 2021 10.30am, at the Scout Hut, Burnby Lane It was agreed that future meetings would be held in the Scout Hut.

A vote of thanks was given and universally supported by all present to Steve Fraser who has to stand down from the post of President having completed the maximum 3 year term allowed. Her guidance and experience has proved invaluable on numerous occasions. All wish her well.