

**Pocklington & District U3A
Committee Meeting**

**Tuesday 19 October, 10.30 a.m.
Pocklington Scout Hut, Burnby Lane**

Present: John Senior (Acting Chair)
 Rosemary Waugh (Secretary)
 David Hebden (Treasurer)
 Moira Laverack (Membership Secretary)
 Neil Barrett
 Jane Cole
 Liz Dearsly
 Rosemary Hutchinson
 Pauline Slater
 Elizabeth Walker

1. Introduction/Welcome and Apologies for absence (JS)
 JS opened the meeting and reported that BJ was continuing to make progress, though not expected to be back and active for a while.
 Apologies had been received from BJ and HM, and were later received from CM.
2. Approval of Notes of September 2021 meeting
 Acceptance of the minutes as a true record was proposed by RH and seconded by JC.
3. Matters arising from Notes of previous meeting
 ML gave some detail of her recent experience of Covid, from which the points she stressed were:
 - Double vaccination is not a guarantee against infection.
 - Children who catch the virus are often more seriously affected than the media suggest.
 - We should continue to be vigilant and to use PPE and masks.
4. Treasurer's update (DH)
 - 1.The Treasurer's Report is attached to these minutes.
 2. The P&D can now make online payments through 'NatWest for Communities'. This can only be used for two accounts per organization, so the Main account and the Travel account have been registered.
 3. Accountability and authorization.
 - a) The signatories for all accounts will be changed from CM, DH, RT and ML to JS,DH, RW and ML.
 - b) DH will make contact with Glynis Moorhouse and authorise the payment for the forthcoming Harrogate trip.
 - c) Monthly expenses will be listed and included in the Treasurer's report, for general information. All regular expenses such as capitation and venue hire, and any sundry expenditure on equipment etc. of up to £300 can be made without consultation. Major items will continue to need Committee

agreement, with regard to which groups request them and how general the use is likely to be.

- d) It was agreed that the purchase of a new laptop for the Webmaster was necessary (proposed by LD, seconded RH). The question was raised as to whether the Treasurer should also have a designated u3a laptop with the appropriate programs installed and which would be passed to the succeeding Treasurer at end of term. This will be discussed at the next meeting.
- e) DH reported that the membership payment card reader was used at the last Drop In with good results. However, an SIM card was necessary to operate as Internet signal was weak and intermittent. A dedicated SIM card for this purpose will be discussed at the next meeting.

5. Membership Secretary's update (ML)

- a) Current membership is 709, and increasing at just over five new members a month.
- b) The information booklet is always a help and appreciated by new members to show them what is available.
- c) ML has also taken on the Social Prescribing role and has recently enrolled three new members through this route, which is through approaches from health or welfare workers in the community. Some concerns were expressed about safeguarding issues for people referred in this way, and the need to emphasise that u3a cannot take responsibility for vulnerable individuals. ML has a meeting arranged in which she can discuss the situation and make the position clear.
- d) Beacon. There are still some issues with email, in particular the use of private email addresses on communications. Brian Snelson is looking into the situation and hopes to resolve it.
The card printer is also still not aligned with the system, and it is hoped that this can be resolved before 'renewal season'. ML has designed a simple new card for next year.
- e) The next New Members' Meeting will be held on Thursday, October 21st, in the Scout Hut.

6. Secretary's update (RAW)

- a) Group Leaders' Meeting/Handbook The Hall is booked and the refreshments arranged for the Group Leaders' Meeting on November 11th, although take-up has been lower than expected (current estimate is about 30), and several refusals have expressed concerns about attending indoor events and about Covid precautions. It is not yet known whether the GL Handbook will be completed in time for the meeting, as it still has to be proofread and approved before publication. JS will liaise with BJ in due course, and will take the chair in BJ's absence if necessary, as seems probable. RW will speak with Burnby Hall staff at the next Drop-in to arrange for the furniture placement.
- b) Handbook. Chris Smith was expecting to collect the Members' Handbook from the printers on 19 October. 200 copies have been ordered.
- c) Diaries. RW has ordered twenty u3a diaries for 2022, which are being delivered this week. They will be sold on to the members who requested them for £3.00 C.O.D. at the November Drop-in.

- d) Suggested Groups. Proposals had been received for new group ideas for Patchwork, Crossword, Story-telling and Longevity Groups. These ideas had been mentioned in the October Members' Update, and interest invited through contact initially with JS to see whether they might prove viable. It was pointed out that there is earlier correspondence and past documentation which could help show how the setting up of new Groups has been done on previous occasions. A member had expressed interest in starting up the Latin for Beginners Group again. JS will compile a few lines to be published in the next members update.

7. AOB

1. Facebook (JS)

JS reported that, although Phase 1 of the P&D Facebook page is up and running, it has not yet attracted wide interest and it is perhaps not appropriate to progress with Phase 2 – the setting up of individual group pages - yet. The document explaining the current situation is attached to these minutes, and will be available for presentation at the GL meeting on November 11th. All agreed that the P&D u3a website should remain the prime site of digital information and communication. It was suggested that perhaps Group blogs might be a useful direction to pursue, and was agreed by all that a social media presence is certainly something we should have,

2. Publicity and recruitment (JS)

The suggestion was made that a press release for local papers and possibly radio could raise awareness and attract more members. However, the suggestion will not be acted on immediately, as recruitment is rising steadily and too big a group can be harder to manage efficiently.

3. Archaeology Group (NB)

It was established that non-members of the P&D could attend a meeting of the Archaeology Group as guests, but that they would need to join as members if they wish to attend regularly. The question of belonging to the Humber Accord, which gives a reciprocal arrangement whereby members of different u3a branches can attend each others' meetings, was raised. It is referenced in the current Group Leaders Handbook but it was unclear whether this had ever been officially agreed. It will be discussed at our next meeting.

4. PA system

There was discussion as to whether a new PA system, education in the use of the present system, or a new microphone is needed, or is necessary. NB will feedback with more technical information for discussion at the next Committee meeting.

5. It was suggested that many members and new members do not make much use of the website. This will be mentioned in the next Members' Update, in November.

8. There being no other business, the meeting closed at 12.04.

9. Date of next meeting Tuesday 16 November 2021, 10.30am, at the Scout Hut ,Burnby Lane