

**Pocklington & District U3A  
Committee Meeting**

**Tuesday 15 February 2022, 10.30 a.m.  
Pocklington Scout Hut, Burnby Lane**

Present:       Rosemary Waugh (Acting Chair)  
                  David Hebden (Treasurer)  
                  Moirra Laverack (Membership Secretary)  
                  Neil Barrett  
                  Jane Cole  
                  Liz Dearsly  
                  Rosemary Hutchinson  
                  Chris Mills  
                  Elizabeth Walker

1. Introduction/Welcome and Apologies for absence (RW)  
    Apologies had been received from BJ, PS and JS
2. Approval of Notes of January 2022 meeting  
    RH proposed and LD seconded acceptance.
3. Matters arising from Notes of previous meeting  
    No matters arising were raised.
4. Chair's report (RW)  
    In the absence of JS, the item was brief: it was noted that the Swimming group had folded; the booking at Pocklington School has been cancelled, and the funds in hand given by agreement of the group to Greener Pocklington for tree-planting projects.  
  
    Suggestions for new groups for Rock-and-Roll Dance and Acoustic guitar had been made, but with no formal proposal or Group Leader as yet.
5. Treasurer's update (DH)
  1. The Treasurer's Report will be attached to these minutes. It was noted that nearly half of the renewals at the February Drop-in were made by credit card and, although the system is working well, it would be helpful for another member to be able to operate the reader.
  2. Equipment Audit. This is proceeding and a register is being compiled, though not all Group Leaders have responded yet. Some of the equipment listed may prove to be obsolete and/or no longer usable, in which case it should be discarded.
  3. PAT testing. For insurance compliance, the guidance from TAT is that all portable equipment used in a public building should be PAT tested. EW said that this could be done at the Pocklington Repair Café, and, for example, members of the Sewing groups could take their machines there for certification.
  4. Risk Assessments. All Group Leaders should complete a Risk Assessment form for their activity; there is a standard u3a template available. Most venues used will have a form already in place, but this covers only the premises and not the

activities carried out. There is currently nothing about this in the GL Handbook, which will need to be updated for its next issue. It was agreed that the requirement should be kept low-key so that GLs will not feel it too onerous a task; for many groups, once an initial form is in place, it would probably mean only an annual check to make sure the details are still applicable. It was suggested that the co-ordinators might be able to assist with setting this up, and also that it might be helpful to research whether there are examples from other branches available from the u3a.

#### 6. Membership Secretary's update (ML)

1. Membership currently stands at 758.
2. Renewals. There were 104 renewals at the February Drop-in, and have been about 260 altogether so far. More help is needed for renewals at the Drop-In, and possibly clearer signage. Although committee members have been assisting, there were still problems; it was agreed that an appeal for help will be made in the next newsletter, pointing out that the P&D is a self-run organisation.
3. Beacon. There are still huge and time-consuming problems running the Beacon system alongside the existing IT setup.  
All data currently have to be entered twice.  
Beacon cannot accept payments unless we use the PayPal system, which so far we have not subscribed to.  
Beacon 2 has been abandoned, and joining is not yet possible through Beacon. WDY have recently sent notification that we shall have to pay them £42.00 per month to maintain their hosting platform for the website. We have not paid WDY for two years, and have been running on an adhoc ticket-raising system with them. Beacon's charges are £1 per member per year. At present, however, neither system is fully useful or satisfactory.  
After considerable discussion it was agreed that:
  1. We shall keep the present website for the time being following discussion with WDY.
  2. We should get the administration section removed only when transition has been fully completed.
  3. We should get all data onto Beacon.
  4. We should move to a Beacon-generated website when the option is available. Timing of this tbc.
  5. DH will arrange with JS to meet with WDY to discuss the situation.
  6. A PayPal account will be set up as soon as possible – DH will investigate.It was also agreed that discussion of the situation would be continued at our next meeting.

#### 7. Secretary's update (RAW)

1. Social/open events. Several messages had been received from organisations offering guest speakers – as these were largely from commercial interests, it was unanimously agreed that they would not be appropriate. It was also felt to be still rather early to consider wider social/entertainment events such as, for instance, a performance from the ukulele group, and this might be better considered when summer comes.

2. Non-u3a groups. It was agreed that as long as groups which ask to be in this section of the website could be admitted as long as they are local, non-political, non-religious, non-profit-making and generally well-intentioned. The two groups which have applied recently, one offering bereavement support and one support for young people in the community, have been invited to send copy for a brief entry.
3. 40<sup>th</sup> Anniversary. The u3a nationally is making elaborate plans to celebrate the 40<sup>th</sup> anniversary of foundation in September. We should consider whether to make any plans for local marking of this. DH informed the Committee that a grant of £100 is available from the TAT for a u3a picnic to mark the occasion, should we choose to. It will be carried forward for fuller discussion at the next meeting.

8. AOB

1. RH pointed out that the June Drop-in date will fall on the Bank Holiday which has been designated for the royal jubilee. Should we reschedule the Drop-in, on the grounds that many people may be away or involved in other festivities on that day, or plan some kind of u3a celebration? It was agreed to carry this forward to the next Committee meeting.

9. There being no further business, the meeting closed at 12.10.

10. Date of next meeting Tuesday, 15 March 2022, 10.30am, at the Scout Hut, Burnby Lane