

Minutes of The Dukeries U3a Committee Meeting

Monday 13th May 2024 Jubilee Hall Ollerton

Present

Leslye Henstock, Chair

Barbara Baglee , Minuting Secretary

Chris Neighbour , Health and Safety Officer

Wendy Neighbour Membership Manager

Jane Young , Group Coordinator

Maria Baranauskus Pitrolino

Ann Street, Speaker Finder and Website.

Mick Purchase, Guest

Paul Webb, Guest

Apologies. James Bartlett, John Harris, Pam Hardwick, Barry Callieu, Chris Hough (guest)

Leslye welcomed everyone and introduced our guests, Paul Webb and Mick Purchase. It is hoped that Paul will become Web Manager and Mick Treasurer.

1 Minutes of last meeting.

Matters arising. Leslye stated that there had been a misunderstanding in her suggestion of membership fees for 2025/26. The date had been misread as the proposed fee. Leslye had in fact suggested that the fee remain the same at the current level of £20. Barbara proposed to accept this and Chris seconded. All agreed. Minutes proposed by Maria and seconded by Jane.

2 Treasurer

Barry has prepared end of year accounts and also provided enough information to give the new treasurer a head start. If Mick is elected Leslye will meet with him to discuss the way forward. Ann had a query regarding the repayment of the Writing group loan. This was successfully resolved. There was also a question regarding the difference on room hire between last year and this year. It was concluded that this was due to invoices being received irregularly.

There was an underspend from last year that will be transferred to the Social Fund. Leslye stated that she felt another laptop was required for Mick to use. He stated that he would prefer to use his ipad. This will be discussed further.

3 Business Secretary (In absentia)

James has completed the annual return to the U3a Trust.

He has also prepared all paperwork for the AGM.

AGM- Changes to the constitution, there is a proposal form to be completed. Members will vote and a record of the vote must be retained. Nominations, the following nominations have been received.

Retiring from the committee – Pam Hardwick and Barry Callieu

Leslye Henstock – Chair (retiring)

Mick Purchase- Treasurer

Barbara Baglee – Deputy Chair.

James Bartlett- Business Secretary.

Wendy Neighbour- Membership Manager.

Chris Neighbour- Health and Safety.

John Harris- Newsletter Editor.

Ann Street – Speaker Finder and Publicity.

Paul Webb- Website manager.

Jane Young- Publicity

Maria Baranuskus Pitrolino- Committee Member.

Nominations are closed but members will be informed of current vacancies and be told that officers and committee members may be co-opted at a later date.

Vacancies ; Chair, Co Deputy Chair, Minute Secretary, Group Co-ordinator, Charity Organiser (Pam wishes to remain until she has reached £6000 for the Lincs/Notts Air Ambulance.) Note taker. The roles of Charity Co-ordinator and Minute Secretary do not need to be committee members.

Mary Morris has already been asked to officiate for the re-election of Leslye.

AGM ACTION.

Room set up from 12pm. AGM start, 1pm.

Leslye and Wendy prepare Power Point. Paul will help Ann with Banners. Barbara Broomhead has arranged the refreshment rota. Leslye will ask June Nunn to buy cake. Wendy and Chris will be vote counters. Barbara will take minutes.

It is essential that all members sign in.

Leslye asked for thanks to be recorded to James for all his hard work in preparing for the AGM.

4 Membership

Current membership stands at 112. This comprises 107 full members, 4 associate members and 1 honorary member. Wendy is expecting more members to renew. Some have stated why they are not renewing.

An issue had risen as one member requires a carer in order to access activities, lunch Club, in particular. This has caused other members to ask if they can bring a companion to lunch Club. Wendy has researched levels of membership and membership requirements. Carers are not required to be members but the member they are accompanying must have a medical requirement and the carer must be approved by the Committee. We have a draft carer policy that will need to include these requirements. Wendy proposed that we accept this proposal and Chris seconded. Committee approved.

Wendy and Chris were thanked for their work on producing the ICE cards.

Wendy has purchased 500 new membership cards. She now has the artwork for these and proposes that in future membership cards will be issued on line.

Non members may attend for a total of 3 sessions.

There is an Affiliate membership. This would apply to u3a members who are not part of the North Notts Network but wish to join a specific group. It is free of charge and would enable that u3a member to attend that specific group only.

It is essential that non u3a members going on a trip organised by Dukeries u3a complete a one day membership form. This is free of charge. One person can only attend a maximum of three events or trips per year.

Wendy will be preparing these two new forms.

5 Marketing

Ann attended the Ollerton Roundabout AGM. Although it was interesting there was little for us. The website development is ongoing.

As Ann will be away Leslye will look after the June speaker.

6 Social prescribing

It was decided to see how this develops. Thanks to Barbara for leading on this. We have already had people attending groups as a result of being referred.

7 Health and Safety

It is necessary to carry out risk assessments for all activities. John Butler from Ravenshead U3a has offered to share their risk assessments. We can adjust them to our needs.

ACTION Chris to carry out risk assessments for members meetings and committee meetings.

Events team will carry them out for trips. Group Leaders will complete one for their own group. They need to be saved and Chris will create a file for all hard copies. Registers need to be taken for all activities.

8 Newsletter

Nothing to report

9 Events

The trip to Bilsthorpe is well subscribed but take up has not been so good for the visit to Southwell Minster on June 28th. There are still tickets for the Black and White Ball on July 27th and for the River Trip.

10 Chair's Report

Leslye requested that the amount spent on retiring committee members, who have

The Nottingham Group Conference will take place on 21st September. The cost will be about £30-£35 per person. It was proposed and agreed that Dukeries U3a fund up to 4 delegates (the money coming out of the social reserve fund)

11 Groups

Jane shared an email from the Peak District Family History Group who are holding a conference at Buxton this is also 21 September). Jane will write a piece for the newsletter. Barbara will pass information to History Group members.

We have 2 free Wednesday afternoons for Ambleside. We need suggestions for how we can use these.

12 Funding

Wendy has received information on some capital funding that we can apply for. Ideas needed for capital purchases are requested. Leslye suggested at least one more laptop.

Leslye has the U3a telephone.

The meeting closed at 3pm

Date of next meeting. Monday 10 June 2024.

