

Minutes of The Dukeries U3a Committee Meeting

Monday 11th November 2024 at Jubilee Hall Ollerton

Present

Barbara Baglee

James Bartlett

Jane Young

Maria Pitrolino

Ann Street

Paul Webb,

John Harris

Mike Mounsey

Apologies. Leslye Henstock, Wendy Neighbour, Chris Neighbour, Julie Arnold. + Sue Cook (minutes)

Acting Chair

Barbara welcomed everyone. Minutes of the last meeting were proposed by Jane and seconded by Mike.

Barbara said she had run out of ideas for recruitment of chair.

ACTION: James would approach The Third Age Trust for advice.

The Group Leaders meeting went well. Barbara thanked Jane for organising it and the events team thanked for the refreshments. The next meeting will be April 2025. There will be no lunch but a coffee morning with drinks and cake as originally planned.

ACTION: The budget will be agreed by the Committee closer to the date.

Barbara reported on the NNG meeting. There will be a shared event each year, to be decided at the next meeting which will be held at Ambleside. Retford and Bolsover U3a have joined the group.

Business Secretary

James had distributed to all Members the documents, details and reasons for the Special General Meeting. He outlined arrangements for the members' meeting and Special General Meeting to approve the Constitution in its entirety. Need to ensure everyone signs in as we need 75% of attendees to approve the resolution. Needs to start promptly at 1pm. Barbara to open and close SGM. James to present and propose.

Paul to look after the speaker. John to unlock and lock up. Everyone who is able to is to help set up. Julie to be at the membership table. John offered to pay the speaker and be reimbursed when Leslye returns.

The Complaints Policy had been circulated. James reported issues raised by members for the need to protect both complainers and complainees. There is also room for a Bullying and Harassment policy in line with other organisations and u3as.

James reported back on the Coalfields' Regeneration Trust's funding workshop he attended. It was emphasised that no funding application from any charity will be countenanced by any funders if we do not have a current constitution and full details of Trustees entered on the Charity Commission's site.

ACTION: James to look into furthering these.

Policy Leads were discussed. James pointed out that a policy lead should be 'champions' on the Committee of the area they led on, and the first go-to in cases where further explanation or development is needed, or where relevant issues for change were presented by Members. The leads were agreed as follows:

Codes of Conduct (both Members' and Trustees'): Mike Mounsey

Complaints: Business Secretary

Companions and Carers': Maria Pitrolino

Constitution: Business Secretary

Data Protection: Paul Webb, Web Site Manager

Disciplinary: Chair

Equality, Diversity, & Inclusion: James Bartlett (distinct from Business Sec. role)

Safeguarding: Chris Neighbour

FUTURE ACTION: It was noted that Safeguarding needs an update.

Treasurer

Our finances are healthy. Current account: £4368.32. Social Account: £1263.02

We have a grant of £250 towards the open day. Match funding for was proposed by Jane and seconded by Ann. All in favour.

Barbara stated that we had not formally approved spending from the funds for the Christmas Party. We need clarification how much this is so we will carry over to the next meeting.

The Group Leaders Meeting cost £57 which all felt was money well spent.

It was agreed there needed to be clarification on pre-agreed spending limits and processes for spending above and outside of those limits by the Committee and Events team, with a need to plan a budget for overall spending each year.

ACTION: Budget date and planning to be agreed at the next meeting.

John stated that the u3a phone was not fit for purpose and needs replacing. After discussion, it was decided that we did not need a dedicated phone as we are having new leaflets that will omit a phone number and our contact details are freely accessible on the web site.

Proposal that we abandon the use of the phones: Proposed by Maria, seconded by Mike. All approved.

Wendy has made a second application for National Lottery funding.

John felt that we need either new microphones and/or a new sound system.

ACTION: Discuss/approve new sound system/microphones at next meeting.

Publicity

The Open Day was discussed. Issues:

- 1 Can we expect members and trustees to come both Saturday and the following Monday?
- 2 March and the weather being very unpredictable for outside activities.
- 3 Ann has already booked a speaker to talk about scams.
- 4 It would be difficult to have a speaker at the same meeting as membership renewal.

ACTION: Open Day on next agenda

Ann has costed leaflets and other publicity; it will use most of the £500.

Ann has organised a rota for the Edwinstowe Christmas Fayre event.

Ann has also arranged speakers for next year.

Groups

Jane mentioned the possibility of a new craft group.

The Scrabble group has asked for 2 new scrabble boards and 2 new scrabble dictionaries. The cost would be around £200. After some discussion James proposed we approve this and Mike seconded. All approved.

May's accident has been documented by Georgina.

Website

The new website is ready to go live and this will happen within days. Paul, John and Ann were thanked for their work on this.

James requested that Policies and related documents have their own place on the new site to make them easier to find. Agreed.

Next Members' Meeting and SGM: Monday 18 November at 1pm

Next Committee Meeting: Monday 9 December 2024

The meeting ended at 3pm. Next meeting Monday 9th December