

MINUTES OF THE HUCKNALL & DISTRICT U3A COMMITTEE MEETING HELD ON WEDNESDAY 5th JUNE, 2018 AT THE JOHN GODBER CENTRE

Present:

Siobhan Lee, Groups' Co-ordinator	Maggie Huckerby, Speakers' Secretary
Christine Berrill, Treasurer	Sandra Green, Minutes Secretary
David Rose, Short Course Co-ordinator	Phil Attenborough, Equipment Manager
Marguerite Hodgkinson, Membership Secretary	Diane Heenan, Co-opted Member
Dianne White, Co-opted Member	

Apologies for absence: Barrie Saunders, Angela Cornish, Mark Jackson

Siobhan Lee chaired the meeting in Barrie Saunders' absence.

Minutes of Previous Committee Meeting (circulated via email) were approved and signed.

May monthly meeting - Speaker: It was felt the speaker's subject matter was a bit before our time and not everyone could hear him clearly. Members with hearing problems had been asked if they wished to have designated seating available but there was one response from a member who suggested it was best to sit near the centre of the hall. If individual members wish us to revisit this they are welcome to approach a committee member in confidence. The membership to be reminded not to move coats etc left on chairs as often people chose those particular seats to enable them to hear properly.

Future monthly meetings

i. **Announcements** – it was agreed that announcements should only be made to inform members of changed arrangements for events taking place before the next monthly meeting. It was also felt that Group Co-ordinators and Committee Members should have a limit given on the length of time to speak. Barrie Saunders had asked Sandra Green if she would end the announcements with a short "And finally" to finish on a more light hearted note.

ii. **Refreshments** – The adoption of drinking cups made from recyclable material is an objective. Christine Berrill was in the process of making enquiries about alternative cups. Veolia to be asked if our current cups would be recyclable by them via Ashfield District Council.

iii. **Group and/or Committee presentations** – Barrie Saunders had suggested that over time groups should give a short presentation and update on their activities. David Rose was asked to do a short update on the Cycling Group this month. If group members or co-ordinators did not wish to speak then the Chairman would be happy to read out their prepared update. It was decided to try this for six months and then review.

Speakers' Secretary

Maggie Huckerby reported that the speaker for June would be Dr Ann Featherstone 'Fools and Horses' – the Victorian circus.

Social Events

Hog Roast: All the tickets had now been sold apart from any "returns".

Webmaster

Everyone was happy with the website. David Rose felt the 'header' photograph on the website home page should be updated and the segway photograph was suggested. It was also suggested the Committee members' U3A email addresses be included on the website.

Previous Month's Accounts

Christine Berrill, Treasurer, had emailed a copy of the April Financial Statement to all Committee members. In the last minutes she thought the Hucknall Leisure Centre and the John Godber Centre had recently increased their charges slightly but now felt this was an administrative error on the Leisure Centre's part. John Godber Centre had not increased their charges. She had registered for online banking which had made the accounting spreadsheets much easier to work with and she would be giving two months' accounts at the next Committee Meeting

Equipment

- a. Phil Attenborough reported he would be absent at the next monthly meeting and he had made arrangements for the sound equipment to be delivered. Also Christine Berrill agreed that she and John would bring the sound system to the Pub Quiz this coming Monday.
- b. The laptop used by Marilyn Gretton for the committee minutes has been passed on to the current committee. It was felt that it might be useful for the Treasurer to use in the future. Christine Berrill to consider this.
- c. A dedicated first aid kit to be made available at the monthly meeting. Marguerite Hodkinson to make enquiries of the Leisure Centre as to who their designated First Aider was. After discussion it was felt Hucknall U3A should appoint its own designated First Aider and members would be asked who were qualified First Aiders at the next monthly meeting.

Short Course Co-ordinator

- a. David Rose suggested it would be useful to have another **First Aid Course** which was agreed.
- b. It was also agreed that a **Scam Awareness** course be implemented.
- c. David was also looking into a one off **Weight Loss & Fitness** workshop.

Groups' Co-ordinator

- a. There had been good feedback from the recent event at Spelt & Rye.
- b. David Rose, with the guidance of Chris Garner, had had an excellent response to would be members of a new group "Pickleball". He was awaiting information from the Leisure Centre about room hire. The Committee agreed that he could purchase the necessary equipment when the venue and numbers were known.
- c. Siobhan reported there was a possibility of a new group "Fat Club" being set up in response to the high costs of branded slimming groups, as suggested by Sue Spolton; venues being considered.
- d. Siobhan Lee gave details of the monthly updated new members' leaflet and would email a copy to Committee members for information. Committee members had no objection to their personal email addresses being included on the leaflet.

Membership Secretary

- a. Membership Application forms (adapted from the National form) previously circulated were discussed and some minor modifications made. Marguerite Hodkinson explained the logic behind the changes which are due to the recent changes in Data

Protection law. The new membership application form was agreed by the committee. The members' Renewal forms were also to be re-vamped.

- b. Marguerite gave each Committee member the password for the newly updated database. Discussion on temporary members within the U3A took place and Marguerite Hodkinson explained she would contact all the groups advising them of what would be needed and that a £1.00 fee would be charged for temporary membership (one event). Non Hucknall U3A members who attend any of the Social Events or go on any of the coach trips or walks must be made a temporary member. Marguerite has advised the group leaders and the social committee of this. We need the date of the event, their name and telephone number and they will be issued with a temporary membership card valid for the day. The necessary paperwork will be sent to the various groups on their request.

Business Secretary

- a. The revised Privacy and Data Protection Policy researched and written by Mark Jackson was formally adopted.
- b. Adoption of the National U3A GDPR/Beacon scheme (see U3A Trust website) is being considered and Barrie Saunders, Marguerite Hodkinson, Siobhan Lee, Christine Berrill and Mark Jackson are attending introductory training on 26th June with Carlton and Gedling U3A who are one of several U3A's using the system.
- c. Non-U3A members attending group social events etc. was again discussed and it was agreed that their names and telephone numbers should be taken and a temporary membership fee of £1 be paid for one off events in order to comply with insurance requirements. Non-U3A members attending events on a regular basis should be urged to become full U3A members.

Any other business

- a. The Third Age Trust Strategic Plan Questionnaire 2018 – Barrie Saunders had completed this questionnaire on the Committee's behalf.
- b. National U3A were urging groups to advertise the U3A more but it was felt this was being done already by word of mouth. Barrie Saunders to give feedback to National about the problems of accommodating more members.
- c. Siobhan Lee asked if members were interested in attending the National Conference which would be held at the EMCC, Nottingham this year from 28th-30th August. The cost would be £150 for the three days' conference including lunch etc. Siobhan would be happy to go as Hucknall U3A's delegate. Names were taken of other Committee members who were interested.
- d. New members are now receiving additional information and early support from Alan Snape who is thanked for being so proactive.

Date and time of next meeting - Wednesday 4th July, 2018 at 10.00 am at the John Godber Centre.

The meeting closed at 11.45 am.