

MINUTES OF THE HUCKNALL & DISTRICT U3A COMMITTEE MEETING HELD ON WEDNESDAY 2ND MAY, 2018 AT THE JOHN GODBER CENTRE

Present:

Barrie Saunders, Chairman
Maggie Huckerby, Speakers' Secretary
Sandra Green, Minutes Secretary
David Rose, Project Development
Marguerite Hodgkinson, Membership Secretary
Dianne White, Co-opted Member

Siobhan Lee, Groups Co-ordinator
Christine Berrill, Treasurer
Mark Jackson, Business Secretary
Phil Attenborough, Equipment Manager
Angela Cornish, Webmaster
Diane Heenan, Co-opted Member

Apologies for absence: None

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

April monthly meeting

- a. **Annual General Meeting Minutes** were noted. The two queries raised by Regional rep. Jane Pavier at the meeting were discussed.
 - i. It was explained that according to the Constitution no Officer could hold more than one Officer role; last year the position of Secretary had been divided into Minutes Secretary (Marilyn Gretton) and Business Secretary (Barrie Saunders) and as Alan Snape had agreed to be a Vice-Chairman but not with a view to becoming Chairman in two years' time, then Barrie had agreed to be Second Vice-Chairman which was felt to be acceptable.
 - ii. Secondly with regard to the Assets, it was felt Geoff Cree, a qualified accountant, had dealt with the matter appropriately. Sandra Green asked if the list of assets could be made available to Group Co-ordinators for their information and Siobhan Lee confirmed that this was now included in the new Group Co-ordinators' Handbook.
Barrie thanked David and Geoff for dealing with the queries at the time.
- b. **Speaker:** Andy Smart gave an excellent talk with slides on the subject of his career in journalism.

Speakers' Secretary

Maggie Huckerby reported that the speaker for May would be Mike Storr on "Masters of Mirth". He had requested that his fee be paid directly to the charity Asthma UK. There was a query re whether we as a charity could donate to another charity. David Rose confirmed that one-off payments could be made by this method.

Social Events

Hog Roast: David Rose confirmed that tickets would be on sale to members only at the May meeting; non-members' tickets could be purchased at the June meeting. Barrie took the opportunity to thank the Social Sub-Committee for their excellent organisation of the Ten Year Anniversary Afternoon Tea.

Webmaster

Angela Cornish reported that the transition from Sue Spolton to herself had gone very well. She reminded members to let her have copies of their newsletter articles for inclusion on the website. She suggested a few changes and additions to the website, such as the Policies & Documents section to be updated, the Constitution and the Registered Charity Number also

Previous Month's Accounts

Equipment

Dianne White confirmed that the May speaker would not require the projector and screen as he had his own equipment.

Project Development

- a. 17th August – Interactive Talk from East Midlands Immediate Care to be held at the John Godber Centre with a charge of £1 per person.
- b. Eyes & Hearing Talk – Date to be announced
- c. Sports & Nutrition " "
- d. Driving in the Third Age " "
- e. Dementia Awareness " "
- f. HS2 information " "

Groups' Co-ordinator

David Rose, with the guidance of Chris Garner, would like to start a new group "Pickleball" (big in the USA and Europe). He explained how this worked and said the equipment cost

would be in the region of £200. The upper hall of the John Godber Centre would be appropriate. He will do an article for the newsletter to see what response there was.

Membership Secretary

Marguerite Hodkinson gave an update on April's new members as follows: 197 members present at the AGM and 17 new & returning members also attended. At present the membership stands at 453 with 11 on the waiting list. Alan Snape had contacted several of the new members to give more information about Hucknall & District U3A. Marguerite said each new member is given an information leaflet.

Discussion took place on the subject of Associate Members. Associate Members pay a reduced subscription of £12.50 annually.

Marguerite asked if all Committee members needed to have a copy of the membership database and it was felt this was useful. A password would be issued to protect the information contained therein. Previous databases should be deleted. Marguerite would check the latest database as one email address is incorrect and there is a query on one telephone number.

Business Secretary

Mark Jackson asked for members' input concerning his comments on the draft Privacy and Data Protection Policy which he had circulated via email. We should agree a policy soon, as the General Data Protection Regulations are effective from 25th May. It was agreed that we should explore adopting the Beacon system, which many other U3A's are using for administration. He hoped there would be a workshop on this subject in the near future. As far as the Privacy and Data Protection Policy was concerned, name, address and contact details could be held from a contractual point of view but information on next of kin would be consensual and members felt this was not actually needed.

Non-U3A members attending group social events etc. was discussed and it was felt that their names should be taken and they be given a temporary number for any event they attended in order to comply with insurance requirements.

Any other business

- a. Charity Commission New Trustees – David Rose explained that the three new Committee members had to complete an information sheet which they did at this meeting.
- b. Format of Monthly Members' Meetings – Barrie Saunders would like this subject to be put on the Agenda for the next Committee Meeting. This would include:
 - i. Announcements
 - ii. Refreshments
 - iii. Group and/or Committee presentations
- c. The Third Age Trust Strategic Plan Questionnaire 2018 – Barrie Saunders and Siobhan Lee to complete this questionnaire on the Committee's behalf.
- d. Keeping It Legal Conference Birmingham – Mark Jackson, Siobhan Lee and Marguerite Hodkinson reported back from the Conference, much of which we had discussed earlier in the meeting.

Barrie closed the meeting by thanking all the Committee members for their input and he looked forward to a very successful year.

Date and time of next meeting - Wednesday 6th June, 2018 at 10.00 am at the John Godber Centre. Apologies for absence received from Mark Jackson and Angela Cornish. The meeting closed at 12.10 pm.