

Hornsea & District U3A Committee Meeting

Tuesday 25th September 2018, 10.00 am

held at 43 Cheyne Garth, Hornsea

Present: Linda Sharp- Chair, David Tribe- Treasurer, Paule Senior - Co-opted Secretary, Lesley Tribe- Membership Secretary, Sue Gray- Web Editor, Barbara Cowan- Welfare Officer, Sheila Ward- Joint Speaker Seeker, Brian Clarvis- Co-opted Joint Speaker Seeker and Hazel Adamson, visitor.

1. Apologies: Elaine Grayson- Groups Coordinator

2. Minutes of meeting held on 28th August 2018

8) This was clarified to read," Lesley has received the Third Age Matters update form".

15) '24th' to be replaced by '25th'.

Action: The chair to sign the amended minutes.

3. Matters arising from the meeting held on 28th August 2018

12) The amended data protection policy has been sent to the Web Editor to be posted on the website.

4) All need to look out for people coming to the monthly meeting through the café entrance without signing in. This is a safety issue.

Action: To have 'meet and greet' people at the café entrance.

- Members data held by Audrey and Bernard needs to be deleted and any paperwork shredded.

Flowers are to be presented to Audrey and Bernard at the December monthly meeting.

4. Chair's Report

- The Chair informed the members of Elaine Grayson's (Group Co-ordinator) resignation from the committee for personal reasons.
- The Chair's TAT (Third Age Trust) contacts have been cancelled and all future TAT mail will be send directly to the Secretary.

- Margaret Bennett has offered to take over organising some trips. On
- **Action: Because she will need to be aware of contacting the Community Newspaper, the new GDP Regulations and the website, the Secretary will contact her by email, informing her of the need to liaise with the committee through the Treasurer.**
- The Chair asked for her details to be erased from the Accord database.
- The Chair has asked the Community News editor to let our U3A web editor know when information is needed for the paper.
- **Action: A meeting to be organised for Dave and Susan with Paul Hanson**
- a letter about the Christmas Tree Festival at St Nicholas Church has been received, with Friday 30th November being light up night. The tree will be assembled and decorated by Linda, Sheila and Fran on the 29th November and dismantled on the 3rd January.

5. Treasurer's Report

- The Treasurer handed out and talked through the General and Outings accounts which have been amalgamated.
Because of the changes as a result of amalgamating the accounts, the Treasurer is looking into the most suitable bank.
- He proposed closing down Account 1 but keeping Account 2, thus amalgamating cash accounts. Everyone must now hand in receipts.
Action: Having 2 signatures on cheques being no longer practical, so Dave will seek advice at the regional treasurers meeting on 19th October.
- Dave offered to take on the role of Acting Chair.

6 . Secretary's Report

Six nominations to join the Committee had been received:

Paule Senior: to act as Secretary and Groups Co-ordinator,

Ken Hooper: to be in charge of the rolling screen,

Brian Clarvis: to act as joint Speaker Seeker, Rita Bremer, Susan Horne and Hazel Adamson.

7. Groups Coordinator's Report

- Gardening Group 2 is no longer needed.
- Contacts need to be aware of the new Data Protection Legislation.

Action: Paule is to send an email to all contacts.

- Sheila and Paule are to meet to update interest group information sheets.

Action: When the update is completed, Paule will email Sue to update the website.

- It was agreed that there was no need to ask contacts for permission to add a phone number to the information sheet.
- R.U.Gs group: Barbara is to liaise with Hazel.
- **Action: There was a proposal to set up a support system to help out new members who are reluctant to attend meetings on their own, to be discussed at the next meeting.**

8. Membership Secretary's Report

- We have 13 new members, bringing the total membership to 298.

Action: To cancel U3A magazines for committee members who have left.

9. Speaker Seeker's Report

- The Speaker at the October meeting has been confirmed.
- The 8th January quiz has been changed and won't be on the rolling screen.

10. Welfare Officer's Report

- Cards have been sent as appropriate
- a 'Start Day' is to take place at the Floral Hall, with a leaflet going up on notice board.

11. Web Editor's report

Nothing to report.

12. Preparation for the Monthly meeting

- Speaker requirements: there will be a donation box for the Daisy Appeal

- Door Arrangements: Paule and Sue, with Lesley to take on new memberships.
- Meet and Greet: Hazel and Jane
- Interest Table: Paule, Ted and Richard
- Refreshments: Rita and Janet
- Vote of thanks: Ted

13. Any Other Business

Paule asked if it would be possible to change the monthly meetings from Tuesday to Wednesdays. It was agreed to keep to Tuesday for the next meeting and to review the date later.

14. Next meeting

Tuesday 30th October 10.00am at Old School House, Main Street, Catwick.