

**Hornsea & District u3a Committee Meeting**  
**Tuesday 24th September 2024 @ 10am**  
**@ 44 Tansley Lane Hornsea**

**Present:** Jane Hardman (Chair) Hazel Adamson (Vice-Chair & Speaker Seeker); Kath Conner (Treasurer); Rosemarie Bishop (Group Co-ordinator); Sheila Ellis (Membership Sec') Paddy Thompson (Committee member); Barbara Cowan (Welfare/Safeguarding)

**1/ Apologies:** Malcolm Way (Minute Sec'); Adam Wilkinson (Secretary & Publicity) Jan (Committee member)

**2/ Minutes of Meeting held on Tuesday 27th August'24 :** As read and will be signed and uploaded to Website.

**3/ Matters Arising:** None

**4/ Chair's Report:** Jane thanked everyone for attending the Garden Party held in Hornsea Museum. Considering the bad weather, it went well and with donations we covered our costs.

The Community News is the last one Jane will do before stepping down from being Chair. A table will be made available for a Police presence at October '24 meeting to give advice on Fraud & Scams.

**5/ Treasurer's Report:** Savings accounts: £4753.17. Current account £2124.13. The current accounts holds funds for the Theatre Outings. The Annual Return to the Charity Commission is to be sent.

**6/ Secretary's Report:** Adam sent this report: *"AGM information, audited accounts, Committee election information to be sent to Members in advance of AGM"*

**Hornsea Community Organisations** - *"Next meeting – Wednesday 25th September, 4pm at The Hub. Focus of the meetings to give advice and practical guidance on grant applications from a grants expert. Where to apply to; how to apply, what to say, what to avoid, etc."*

**Contingency Planning:** *"Work in progress. Have spoken to relevant Committee Members and Ken Hooper."*

**Correspondence:** *"Question from Accord. Do you each get the Accord emails? If not do you want to? I suggest all Committee members should get them. Could you let me have any names please?"*

**Laptop / IT update:** *"Reminder - If you have a u3a provided laptop and it is slow, you might want Ken to take a look and remove the obsolete software. Ken also wants to check that he can still access laptops in case of an emergency."*

**AGM – 5th November 2024** *"Covering email – from the Secretary - to all Members, inviting them to the AGM has been drafted and reviewed by the Chair. It will be sent to Ken early October to send to the Membership. Nomination Forms for*

*all Committee Members that are standing to be (re)appointed given to Jane. Thank you Sheila, Barbara and Hazel for completing yours."*

**ACTION – Are there Members that that are not on email that we need to post the various documents too? If so who are they?**

**ACTION – Jan / Paddy - please complete the nomination forms and return to me at FH meeting on 1<sup>st</sup> October.**

*"In the Minutes of the 27<sup>th</sup> August meeting, section 5 raised a question of extending tenure of office. If you review the Constitution, Section 7, sub-section 5, this is possible at an AGM where an Officer role (Chair, Vice-Chair, Treasurer, Secretary) becomes vacant and no-one is willing to take the role. In that situation, and at that point, the outgoing incumbent can be asked to remain in role until the next AGM."*

**7/ Membership Secretary's Report:** We have 234 members, with 38 being new, 3 which are a result of the Garden Party.

Note: the membership is made up of 26% male and 74% female. Can we alter this? Suggestions needed to encourage men.

**8/ Group Co-ordinator's Report:** The Gardening Group has a few more volunteers

**9/ Speaker Seeker Report:** The Christmas Meal in January is finally booked for 21st January 2025 at Hornsea Golf Club. 12noon for 12.30pm until 4pm. Including musical entertainment. £25pp

The Monthly Meeting Calendar for April 2025 - March 2026 is almost complete.

**10/ Welfare & Safeguarding Officer's Report:** PAC testing is complete. The electronic stapler is now defunct.

There are new volunteers for Meet & Greet. Mince pies for December Meeting are being organised.

**11/ Publicity Officer's Report:** None

**12/ Preparations for August Meeting:**

Setup for Speaker-

Signing in - Paddy

Meet & Greet - Elaine, Barbara, Rita

Membership - Sheila, Kath

Group Tables - Rosemarie, Sue

Refreshments - Sue Morley, Gisselle Elliot

Raffle - Hazel

Vote of Thanks- Paddy

**13/ AOB:** Rob Andrews has asked for volunteers to sell poppies at the Hub on a 2 hour rotation. A wreath will be laid in Hornsea Memorial Gardens on behalf of Hornsea & District u3a.

**Next Meeting :** 29th October '24 at Sheila's home. Meeting closed at 11.20am