**Hornsea & District u3a Committee Meeting**

**Tuesday 27th February 2024, 10 am at**

**Paddy’s home.**

**Present:**  Jane Hardman (Chair), Hazel Adamson (Vice – Chair and Speaker Seeker), Kath Connor (Treasurer), Adam Wilkinson (Secretary and Publicity Officer), Sheila Ellis (Membership), Barbara Cowan (Welfare and Volunteer Officer), Rosemarie Bishop (Group Co-ordinator), Paddy Thompson (Committee Member), Malcolm Way (Minutes Secretary)

**1. Apologies:**

No Apologies

**2.** **Minutes of meeting held Tuesday 30th January 2024**

Accepted and will be signed, filed and to be added to website.

**3. Matters arising from the meeting minutes**

The asset register is being updated.

The Charity Commission register information is also being updated.

**4. Chair’s Report**

The February meeting went well with 115 members attending; the speaker was most interesting.

The report for the local paper has been completed by Jane.

Adam and Sue Gray are liaising regarding the Publicity work, Sue does not wish to attend committee meetings.

**5. Treasurer’s Report**

Kath attended the u3a officers meeting in Leeds which she found most useful in meeting the other Treasurers.

Matters arising from the Leeds meeting:

a) The constitution is being reviewed to possibly enable the Treasurer to stay in post for 6 years.

b) The contribution per member to remain at £4 per annum.

c) Grants are still available for different projects e.g. publicity.

d) The national AGM’ being held in York for the first time, is being well received and the tickets for the Saturday are going quickly so if interested book now.

On another subject, the outside company visits planned for the Hornsea u3a April meeting, the following companies /organisations have agreed to attend:

Murray Hill Solicitors, Coast to Coast Financial Advisers, NHS -Cancer Champions and ‘ERYC your money team’.

The financial position is as follows.

Bank Savings £3145.67

Current account £1790.04 (includes £1155, deposits for Theatre Group)

Minus theatre Group £635.04

This year -Total income £13925

 Expenses £14450

 Loss. £525

It was agreed by the committee to consider using grants for future projects.

Asset Register

The asset register was reviewed.

**It was agreed to write off those assets not on the register (due to their age-over 5 years) and those no longer used or broken, (because of their age over 5 years).**

**6. Secretary’s Report**

The York and Humber region meeting minutes will be circulated to all the committee members.

The website ownership now with Sue Gray to be transferred to the Treasurer (Kath).

Adam will receive training on running the website.

The Financial Policy is now completed.

Regarding regional roles - the region is asking for people to work as members of the regional committee.

**It was stated that we (u3a) can be listed on the Hornsea Town council website which was unanimously agreed.**

 **A Contingency planning workshop is needed to facilitate contingency planning for all the important roles on the committee.**

The new committee member pack has been agreed and accepted.

The Hornsea u3a calendar will be a working document (subject to change).

**7. Membership Secretary’s Report**

At the end of last year 153 members had renewed, there are now 253 members.

Sheila will be taking on renewals at the March meeting also organising for the April renewal of membership.

The membership spreadsheet is ready for the new year and the membership renewal cards are printed.

The requirements for the April meeting renewal table layout were discussed and is was agreed to have 4 tables with a list of approximately 63 member lists on each table in alphabetical order (Posters to show). Each table would require a float with containers for cash and cheques.

It was agreed that at least 5 people will man the membership tables with volunteers to hand out membership forms.

Any new members will be given a ‘new members folder’ otherwise called a new members pack.

Sheila will, in addition, print out **In Case of Emergency** I.C.E. cards for all new members.

**8. Group Co-ordinators Report**

Rosemarie Bishop is now in charge of Co-ordinating the Groups.

The group co-ordinators meeting in February was well received and most groups were represented.

**It was agreed by the committee that the plans for the next Group Co-Ordinators meeting will be sent out to all members.**

Hazel handed the information on the ‘Beverley Hand bell ringers’ group to Rosemarie as they can assist if a bell ringing group was established in Hornsea u3a.

It was agreed that for the April meeting the Hornsea Ukulele group will not need to set up till 1045.

**9. Speaker Seekers Report**

Martin Grewer was confirmed as the Speaker for the March meeting.

A Master list of speakers is being updated by the East Riding Accord. Our list of speakers has been sent to the co-ordinator of the list, David Ingram from Holderness u3a.

Speaker bookings are now being organised for the 2025-2026 season.

We are having a meeting in August, with an entertainer. We will see how many people attend to decide whether an August meeting will be held in the future.

**10. Welfare and Volunteer Officer’s Report**

Barbara stated that a Thank You card has been sent to Keith for his time on the committee.

 New Volunteers are always being requested.

**11. Publicity Officer’s Report**

Adam will meet with Sue Gray who will assist with the publicity primarily to produce posters etc.

**13. Preparations for February monthly meeting**

Speaker – Confirmed, Hazel

Sign in – Paddy.

Meet and Greet – Pat and Elaine

Membership – Sheila.

Group tables – Rosemarie.

Refreshments – Jane Lane and Margaret Dixon

Raffle – Hazel

Vote of thanks – Jane

**14. Any other business**

 The Hornsea u3a Constitution does not completely match the u3a model constitution and it was agreed by a unanimous vote to keep the Hornsea Constitution as it is at present, and review again later.

**15. Next Meeting**

Planned for Tuesday 26th March 1000 at Sheila’s house.

Jane thanked everybody for attending, specifically thanking Paddy for hosting and supplying the tea and biscuits.

The meeting closed at 1205pm.