

Hornsea & District u3a Committee Meeting

Tuesday 26th October 2021, 10.30am

at 14, Tansley Lane, Hornsea

Present: Hazel Adamson – Vice-Chair and Joint Speaker Seeker, Sue Gray – Secretary, Ken Hooper – Communications Officer, Paule Senior – Membership Secretary

1. Apologies: Jane Hardman, Barbara Cowan, Rita Bremer, Brian Clarvis, Suzanne Keam

2. Minutes of meeting held on Tuesday 28th September.

These were accepted and will be signed, filed and a copy put on the website.

3. Matters arising from the minutes

8) Hazel reported that the majority of group contacts have responded with a register.

13) The HOT (Hornsea Organisations Together) event was a success for our u3a with about 40 enquiries.

4. Chair's Report

At the HOT event it became evident that our u3a could apply for up to £5000 in total from the East Yorkshire Community Grant fund. We have obtained £1300 so far. Jane and Barbara have agreed to pursue some extra money on behalf of our u3a. Hazel asked whether obtaining extra money would

exceed any financial limits we have. She was assured that it would not.

5. AGM 2021

- 1) Ken gave his apologies for the AGM.
- 2) Two nominations for the committee have been received.
- 3) Sue gave "Trustee Eligibility Declaration" forms to Ken and Hazel which they signed.
- 4) Ken and Richard will put the accounts on the desktop of the u3a laptop so they can be viewed on the screen by the members attending the AGM. Jane will answer any questions.
- 5) Sue said that all committee members as trustees should read "The Essential Trustee" on the Charity Commission website.
- 6) The committee will sit at the front of the hall for the AGM.

6. Treasurer's Report

- 1) Ken has completed the accounts.
Action: Ken will see Leo Murray to approve the accounts and ask whether he is prepared to do this next year.
- 2) Paule has a u3a laptop she is not using. She suggested talking to Carl at the computer shop in Hornsea as he sells second hand laptops. Discussion on what we should do. It was agreed that:
Action: Ken will talk to Carl.
- 3) Bernard is meeting Ken to talk about refunds to members for theatre visits that were cancelled because of Covid. Ken suggested that Bernard should be asked to join the committee. The theatre group handles more money than the rest of our u3a. It was suggested that the theatre

group should have their own account and bank card.

Action: Sue to look into national u3a advice on this.

7. Secretary's Report

1) A letter has been received from the local branch of Royal British Legion asking for a donation of at least £20 for the wreath to be laid on Remembrance Sunday.

Action: Sue will arrange a collection box for the November Monthly Meeting.

2) She mentioned that when our grant funding runs out we will need to generate some income to pay for hall rental, Community News space and speakers etc. We should consider charging £1 for entry to monthly meetings. Discussion followed. Hazel is not in favour. She believes putting the subscription up would be better. It will go back to £15 next April. We agreed to let the subject rest for now.

8. Communications Officer's Report

1) The accounts will be shown on the screen at the AGM.

2) Paule would like an announcement about the annual meal on the screen.

Action: Ken will organise this. He will also update the group information for the rolling screen which is shown at the monthly meetings.

3) Sue mentioned the calendar on the website, which a couple of members have complained is out of date. After discussion it was decided to remove it and see if anyone complains.

4) Ken has tried to authenticate Microsoft Office on Sue's laptop.

Action: He will look into whether we have any spare licences on u3a laptops that are not in use.

9. Group Co-ordinator's Report

- 1) As mentioned before, Hazel has received registers from most of the group contacts.
- 2) There are no new groups.

10. Membership Secretary's Report

- 1) Paule has updated the membership list.

Action: Ken and Sue asked to be sent the new list.

- 2) Membership packs for new members have been prepared. Paule described the contents. Sue suggested that we might have our own leaflet. Ken said he would be interested in working on this.
- 3) Do we need a speaker list leaflet for next year? After discussion it was decided to hand members a paper copy in the new year.

11. Speaker Seeker's Report

Hazel reported that next year's speakers are all booked apart from December.

12. Welfare Officer's Report

There was no report but Barbara had sent Sue the details of which members would help with refreshments at the November monthly meeting.

13. Preparations for November monthly meeting

Speaker - will bring a laptop

Door - Sue

Meet & Greet - TBA

Membership - Paule and Tony

Group tables - Hazel and Ted

Refreshments - Sue Morley, Ann Bosworthy

14. Any other business

Welcome back Social Event. Paule had visited last year's venue, the Barn and decided against it. She suggested Hornsea Bowls Club as they can provide a cold buffet for £9.50 or a carvery for £16 for up to 80 people. Her son is willing to provide music. We can have a raffle and or a quiz. Discussion followed and it was decided to go ahead with the buffet and charge £10 a person. The date would be Tuesday 25th January 12noon – 3pm. Members will be able to bring one guest.

Action: Paule has prepared a poster and tickets and will begin to take names at next Tuesday's monthly meeting. She will book the venue.

15. Next Meeting

Tuesday 30th November at Jane's home.

The meeting ended at 12.10pm