

Hornsea & District u3a Committee Meeting
Tuesday 31st October 2023 at 10am
at 18 Shaftesbury Avenue

Present: Jane Hardman (Chair) Hazel Adamson (Vice-chair, Joint Group Co-ordinator, Speaker Seeker) Ken Hooper (Communications) Cath Conner (Treasurer) Sheila Ellis (Membership) Adam Wilkinson (Publicity) Barbara Cowan (Welfare) Keith Tucker (Joint Groups Co-ordinator) Malcolm

Apologies: Sue Gray

Minutes of Meeting on Tuesday 26th September '23: Agreed and signed.

Matters Arising:

Item 4: Jane cannot attend the YAHR Trustees Workshop on 7th November as it is our monthly meeting. She has emailed all u3a members.

Item 5: Kath has sent out a copy of the accounts to Committee Members and Sue sent the AGM documents.

Item 8: Hazel sent a list of the interest groups to Sheila.

Sue gave Hazel the 2nd Lunch Group board for the Groups table. Item 9: Photographs yet to be taken.

Item 10: Kath contacted Paule's sons about music for the Christmas Meal in January '24; they will play at a cost of £180.

Item 11: Floral Hall will provide the mince pies for the December meeting on a 'sale or return' basis.

Item 12: Sue has made a poster for general distribution

Keith said that the users of the microphone system should be given instruction. He had looked into storage of the systems at the Ex Servicemen's Club. Keith was thanked. However the Local History are using one and it will be stored at the Methodist Chapel where they hold their meetings. The other will be stored by Cath.

Chair's Report: Jane hasn't been to any extra meetings; the newspaper article is done.

Treasurer's Report: Received the 2nd payment of gift aid of £481.02. We hold over £4K in our finances,

Cath suggested that at our April renewals meeting we could have representatives from Burstall's Solicitors, the NHS and E/R Council for people's interest. **Action: Cath to organise.**

Cath has received invoices from the Community News, which she has paid. We don't have a copyright certificate

Action: Sue will organise.

Secretary's Report: None; Sue away

Membership Secretary's Report: We now have 231 members. Discussion took place regarding reducing the membership fee if someone joins whilst also a member of another u3a. It was agreed to stay as we are, as our fee is small anyway.

Group Co-ordinator Report: I now have someone able and willing to lead the Tai Chi group. Ted & Sue will no longer lead the Strollers group, however the group will continue with Jenny Wallace leading. The Wine Group has ceased due to Jenny no longer being able. A board for Chess will be put out to see what interest there is.

Communications Officer Report: None. Ken is resigning his role, but will continue to support where he can or is needed.

Speaker Seeker Report: We have speakers booked up to March 2025. An entertainer has been booked for August 2024.

Welfare & Volunteer Officer Report: A mention to be made in the Community News that we have 2 x 90 years olds attending u3a, which suggests it's good for you!

Publicity Officers Report: u3a Facebook continues to grow. U3a Summer School is to be held in York next year, we will advertise and promote it.

Preparations for November Meeting:

Setup for AGM: Usual with chairs at the front for the committee. Accounts to be shown on the screen.

Setup for Speaker: A table and clip microphone

Signing in: Sue and Ros'

Meet & Greet: Barbara, Pat and Elaine

Membership: Sheila

Group Tables: Hazel & Keith

Refreshments: Sarah Eggleston and friend

Raffle: Hazel

Vote of Thanks: Jane

AOB: Jane will be attending the Remembrance Day service at St Nicholas Church

and joining the parade to the Cenotaph, where she will lay the u3a wreath. Collection boxes will be placed at the back of Floral Hall at our next meeting for donations. Policy Meeting: Adam asked whether we should have the many policies on the website.

It was decided to have Environmental Issues which were 'common sense'. Financial Template explaining how finances run/transparency.

Data Protection & Privacy - GDPR rules important, which Sheila will organise. EDI (Equality, Diversity & Inclusion)

Safeguarding Policy

Complaints Policy

Risk Assessments

All adopted and the policies will be on the u3a website and Facebook page.

Meeting closed at 11.35am

Next Meeting: 28/11/23 at Sheila's 44 Tansley Lane Hornsea