

Approved 23rd January 2023

Dronfield and District u3a Executive Committee Meeting
Monday November 21st 2022 at 9.30 am

1. Attendance

Marion Clyde, Chair

Chris Stone, Treasurer

Doug Emery, Groups Manager

Phine Wright, Membership Secretary

June Christopher, Trustee

Audrey Garrett, Trustee

Julia Harris, Observer

Angela Heyna, Observer

Rod Brennan, Observer

Steve Wood, Observer

John Reedman, Observer

2. Apologies

There were apologies from Steve Bradbury

3. Declaration of any conflicts of interest

There were none

4. Special agenda items

Sitebuilder website problems are affecting at least 500 u3as

5. Minutes of the executive meeting of 24 October 2022

The draft minutes were approved as a correct record, proposed MC, seconded DE.

6. Matters arising from the minutes.

Doug has sent the revised Constitution to TAT. He will monitor this in terms of time taken to respond.

7. Action Log.

Of the open items, Nos 20, 21, 23 – 29, 32 and 36 have been completed.

The question of a dedicated printer for T and V was deferred, plans for speaker meetings was to be discussed, Terms of Reference for R and R and request for volunteers is still open, website redesign is a matter of serious current concern.

Rob Barron has helpfully commented on these. Doug will consider these for January. Action DE

8. Report from the Chair. Marion had circulated a very full report including an appendix on monthly meetings and speaker arrangements, discussed fully under item 9.

a) Co-option of trustees.

Steve Wood was co-opted with full committee agreement.

He will be offered a job description.

Marion will update the Charity commission details.

Action MC

b) Committee workloads.

What do we all do? We all have a range of responsibilities. Marion has begun to identify hers, in all her different roles, and has tried to indicate where gaps exist.

These documents could be very helpful to grass-roots members if they consider being trustees.

All Trustees should try to prepare their own document for January. These could include working

party and stand-alone event attendance.

Action all

c) Facebook advertising.

Advertising has been posted on the members only DDU3A Facebook page. This contravenes the TAT regulations re U3A principles and charitable events.

A reminder will be published in the Newsletter updating and reinforcing regulations, and separate notes to go to the individual members concerned.

Action MC

d) The website.

This is apparently 'down'. The host company switched it off in September/October. Warnings were given but not acted on. TAT say the problem 'will be sorted'.

In the meantime we may find solutions by redirecting people to e.g. a single page. The link for Groups and the Members' Portal can be used. Beacon is not affected. John and Marion to explore other possibilities.

Action MC, JR, DE

Discussion also focussed on what u3as get from TAT, and the organisation's actual current state. This has become a great concern.

9. Monthly meeting.

Congratulations were due to the technical team and others; Doug, Dave Ollerenshaw, Audrey, John, and also June and Angela.

The equipment is almost matching the needs of hybrid meetings, speakers, members in the hall and online, though there's more work to be done. Some grant money remains.

The location of the equipment, to one side of the front of the stage was much safer for all in the hall. Comments from members indicated the use of tiered seating was preferred.

The new/recent members' meeting was well attended, with group coordinators willing to describe their groups. Some matters, 'teaching' and 'university' were explained. These meetings will be continued in the current pattern of June and November.

On the general topic of monthly meetings it was felt to be important for groups to be represented at a 'Groups' Fair'. Marion will invite groups.

Action MC

A long discussion followed, hoping to clarify types of meetings and their content.

Speakers were to be engaged for January, February and March. In-person or online to be decided.

April is for renewals, May an in-person speaker, June will be a drop-in with a plant sale and new members, July will have a speaker, August will be an open meeting, September to November will have speakers, the AGM always needing an in-person speaker. December will be decided later.

In principle, all meetings could be hybrid, all or any could have additional elements to keep our flagship meetings interesting. Julia Harris offered to be 'events coordinator' to keep particularly the four non-speaker meetings attractive. This was eagerly accepted. Julia will begin to make contact with members.

Action JH

Chris Stone will contact Sheila Pyke to confirm the speaker dates.

Action CS, Sh P

10. Reports.

a) Treasurer's report.

i). Chris said the annual financial report has been submitted to the Charity Commission.

She covered her monthly update and updated budget estimate figures in detail, explaining where and how money might be saved (DBS checks). Marion recommended that we keep money to pay subs to the Derbyshire U3A Network. Other elements will need to take into account many increases. Our reserve is seen as healthy, even though now TAT advises u3as to have 12, not 6 months' reserve. Despite the known increase in room hire fees in the Peel Centre, and the probable increase by DTC, cautiously Chris said our deficit by year end may not be as big as expected earlier in the year. We should take great care when booking rooms and only use the Zoom extra member facility when necessary.

Amongst other matters, consideration for increase in group costs if group numbers are no longer

possible in member's home was raised.

ii) Membership fee for 2023 – 2024

With all the budget considerations debated, it was agreed that the membership fee for 2023 – 2024 should be £15 basic, for both new and renewing members. The reduction in January 2024 for both will become £7.50 basic. This was proposed by June and seconded by Doug and agreed.

We will not be informed about any TAM postage increase until early 2023. It is expected that both that and the Beacon charge will increase.

b) Secretary report.

Steve Bradbury had circulated his report on the TAT AGM and the feedback. This latter was severely critical at all levels.

The December party arrangements are going well. Marion will ask Steve for his team names.

The Christmas tree festival in St John's is organised.

c) Groups Manager update

Doug had submitted a report. He had had a good response to his request for information from coordinators. Two groups were closed, Climate Matters Group was starting.

Doug will look at Risk Assessments for January.

Action DE

He thought the matter of room bookings in the Peel Centre was settling down. Several coordinators had keys - that work.

d) Membership, Recruitment and Retention

Phine had submitted a joint report. Membership continues to grow with a trickle of both renewals and new members.

The new R and R working party (Steve Pyke, John Reedman and Phine) has met and discussed recruitment and possible ways of reaching organisations whose members might be facing retirement or redundancy.

On the matter of retention, some analysis has looked at members who join no groups, or who join just one. These areas will be developed.

Action SP, JR, PW

11. Any special items.

There were none beyond those already discussed.

12. Confirmation of actions agreed at this meeting. Marion to confirm on sheet. Action MC

13. Confirmation of actions for next meeting

Marion and Chris to look at online joining (new members).

Action MC, CS

14. Topics for Exec article in newsletter

2023 – 2024 fees, use of Facebook, Steve Wood co-opted as Trustee, meetings schedule for next 3 months, December party arrangements, groups' information.

15. Any other business

There was none

16. Date and time of next meeting, Monday December 19th, at 10 am.

Marion to ask Steve B to rebook this.

Action MC, SB

JW 13/11/2022

Signed: ☒ Marion Clyde Chair, 23rd Jan 2023