

**MINUTES OF THE DUKERIES THIRD AGE GROUP COMMITTEE MEETING ON
MONDAY, 12th JULY 2021, BY ZOOM**

PRESENT:	
Leslye Henstock	Chair of Dukeries U3A
Pam Hardwick	Group Secretary/Deputy Chair Links with Regional/National U3A and local community
Ann Street	Co-ordinator of Guest Speakers Marketing and Communications Manager
Nick Mason	IT and Zoom Advisor
John Harris	Newsletter Editor
Marie Bartle	Membership Manager Contact for members' wellbeing
Christine Yates	Co-ordinator of Group Activities
Valerie Saunders	Minuting Secretary at meetings

1. INTRODUCTION

Leslye welcomed everyone to the Meeting and apologies were accepted from Chris and Wendy.

There were no alterations to the minutes of the Committee Meeting on 14th June. Ann proposed that the minutes be accepted, Pam seconded and Leslye signed the minutes as correct.

Click and Save Scheme

The Click and Save Scheme is a National U3A scheme collaborating with major supermarkets. Leslye and Wendy have discussed the scheme which is quite complicated to set up and think it would be preferable to see if other U3A groups join and whether they find it beneficial to their members. If so, we will look at it again.

Safeguarding Policy

When applying for grants for Du3a, we have been asked for a copy of our Safeguarding Policy. The Committee discussed this and it was agreed that the section in our Constitution regarding protection of members is very robust and that we can either send a copy of this section when applying for grants or refer to the Constitution on our website. Further research will be done by Ann and Leslye.

Latest Member Enquires

As a result of the article in Sherwood Life, we have one new member and several enquiries. Marie has had an enquiry from a former member who was interested in attending the Bowls at Ollerton Bowls Club. The Bowls Taster Sessions has proved popular with members and Leslye suggested that we could make enquires about indoor bowling in the winter months.

Keys for the Jubilee Hall

Sheila Reed has now returned the keys that were in her possession and Christine will be returning the keys for the old locks.

2. PICNIC IN THE PARK

Everyone who attended enjoyed the Picnic in the Park on 28th June and it has been decided that another one would be arranged for Monday, 2nd August at 11.0am this time at Rufford Park. The main car park will be used (directly off the A614). The charge for this is £4.00. The programme for the picnic would be:

- 11.10 am – Stroll around the lake
- 12.00 – Picnic in the area opposite the Saville Restaurant. Members attending would provide their own picnic, drinks and chair.

John and Nick agreed to be available in the car park for members who required help and additional members of the Committee would be in the Courtyard.

Leslye hopes that the badges will be available for this event. She will send an email to Rufford to try to obtain their approval.

August Garden Party

The August Garden Party for members will be held on the fourth Monday in the month which is 23rd August.

This will hopefully be an outdoor event at the Jubilee Hall. Christine will contact the Jubilee Hall Committee to ask if they will arrange for both parts of the field to be cleared in order that tables can be put up.

Members will be asked to bring their own food, drink, plate and cutlery. Quotes will be obtained for providing individually wrapped cakes for members.

Leslye will contact Stefan to see whether he could provide music for the event as he has in the past.

Leslye and Christine will liaise on costings for items that need to be purchased such as tablecloths, etc.

The Committee and any helpers will arrive at 11.30 to set up the tables and decorate the outside area to be used.

Members will be asked to arrive from 12.30 onwards.

In the event of rain, the Garden Party will be held indoors and the Committee will carry out a risk assessment for this prior to the event and provide signage where necessary.

3. BRANDING/PUBLICITY/MARKETING/SPEAKER INFORMATION/U3A DAY

Publicity

Ann reported that the next Publicity Meeting is to be held at the end of this month. She hopes to ascertain at this meeting how well the Ravenshead U3A Day went on the 2nd June. The National AGM will be a hybrid meeting – part on Zoom and part face-to-face.

Advertising Material

Ann was able to show to the Committee the large banner that the printer has produced which was approved by the Committee. This will be used for advertising the Du3a on our publicity days.

Ann would like to get prices for posters for the 'A' board at the Jubilee Hall which could be used to advertise Speakers at the Members' Meetings. This could be placed near the entrance to the Jubilee Hall car park.

Roles for the September Meeting in the Jubilee Hall

Leslye will be in touch with Peter Davies concerning Covid rules and regulations for Members' Meetings at the Jubilee Hall.

Marie said that she was willing to act as Greeter if Wendy was able to act as Membership Secretary.

Christine will ascertain the number of tables required.

Speakers for the Members' Meetings

Speakers have been arranged for July and September. The speaker in July, Autumn Rose, will be talking about getting driving confidence back after the long lockdowns.

"Fools Gold" are the folk duo booked for the September meeting. This will probably be in person now that the Covid rules have been relaxed. The price quoted is £120 which will include petrol allowance for travel from the North-east. As we do not have any fees for speakers in July and August, this payment was approved by the Committee.

Ann commented that Ravenshead U3A had also booked "Fools Gold" for one of their Members' Meetings and had an impressive advert for them on their website which could have been adapted from one of "Fool's Gold" own posters. John said that we could probably do something similar on our website.

Nick will help Ann with the set up of equipment for Members' Meetings at the Jubilee Hall.

Publicity Days

Leslye would like Ann to submit an article to 'Sherwood Life' and the 'Roundabout' advertising our U3A Day on Saturday, the 11th September. Ann said that any submissions need to go to the magazines at the beginning of August to meet their publication date.

It was agreed that our publicity days should initially concentrate on Ollerton and Edwinstowe and should follow shortly after our U3A Day. It was agreed that these should be in late September and/or early October. Leslye will contact the Liaison Officer at Tesco to ascertain whether we could have a stand outside their store. The location of the Edwinstowe stand is still under discussion.

4. APPLYING FOR GRANTS/LAPTOP

Leslye will liaise with Wendy on her return from holiday as to the present position with grants for Du3a. Information concerning grants is still coming in from Andy Oxnard and Steve Little.

New Laptop

Nick and Leslye have researched the market for the best price for the type of laptop that will be future-proof for a good number of years and provide the applications needed for our organisation. The two front runners were both from John Lewis and were as follows:

- 2020 Apple MacBook Air – price £898.00
- Windows ASUS TUF – price £899.99

Nick explained the pros and cons of each laptop to the Committee and it was unanimously agreed that the Windows laptop had advantages over the AppleMac. It has a larger screen and most members are more familiar with Windows applications. There will be extra cost for applications such as Publisher and Powerpoint.

We will need to take out Insurance against loss or accidental damage and quotes will be obtained for this.

5. TREASURER'S REPORT

Chris had previously sent out copies of the June Accounts to the Committee. The Current Account total for June is £3821.44 and the Social Account total is £1119.58. The Current Account total included the £500 grant from RTC. The total expenditure for June was £72.79 which included extra printing costs for Chris of £8.40.

Ann reported that the cost for printing of advertising material is £181.00.

Andrew Young has asked Chris to look at the money in the Water Colour Group funds of £82.50. Andrew suggested that the “decent” thing to do would be to pay the money back to him so that he could distribute it amongst the members of that group.

Leslye has asked Regional for advice on the matter and was told that money in any Du3a account belongs to the U3A even if, on paper, it is allotted to the Water Colour Group. Because this money has been in the account for such a long time, it is not possible to give it back to individuals who are now part of the Water Colour Group and it will stay in the Water Colour account to be used by Du3a Water Colour Group. Leslye will send a reminder to Group Leaders about handling group money. Ann suggested looking on the National website for wording.

6. U3A DAY

National U3A AGM is to take place on 26th August and Pam has agreed to be the Du3a representative for this. Leslye thanked her for offering to do this. It will be a split AGM (in person and electronically). Pam needs to know the Du3a number to log on to the event. Leslye will contact past Chair, Mary Morris, to see whether she has the number but, if not, will contact Jean Hogg at Regional Office.

Du3a U3A Day

This will take place on Saturday, 11th September and the programme will be as follows

Daytime

A Community Walk inviting local people, Councillors and dignitaries, with refreshments at the Jubilee Hall after the walk, followed by a "Show and Tell" by Group Leaders. Marie was asked if her What's/App walkers could suggest a route for the walk. Several people will be required to lead the walk. It was also suggested by Ann that the projector could be run in the Jubilee Hall showing photographs of group activities.

Evening

A quiz, with teams of four, to which other local groups could also be invited, with a prize for the winning team and a catered supper.

Ann reported that John, the printer who has produced our advertising material, is also a member of the local Lions and he has offered to bring a team for the quiz, together with games which could also be played during the evening.

Stefan will be asked if he could run the Quiz.

Christine will get prices per head for the catered supper.

Leslye also suggested running a raffle.

Leslye asked Committee members for a current photograph of themselves.

DATE OF THE NEXT COMMITTEE MEETING

Monday, 9th August.