

Dukeries U3a Committee Meeting

Monday 12th February 2024

Present

Leslye Henstock -Chair

Barbara Baglee -Minuting Secretary

James Bartlett -Business Secretary

Barry Callieu -Treasurer

Pam Hardwick -Charity Organiser

John Harris -Newsletter Editor.

Ann Street -Website and Speaker finder.

Apologies

Chris Neighbour, Wendy Neighbour, Maria Petrelino- Baranauskas, Jane Young

1 Welcome

Everyone was welcomed by the Chair. Leslye thanked John for the work he had done on the laptops and thanked James for his assistance.

2 Minutes of the last meeting and Matters Arising.

Committee Roles – We need a Deputy Chair and must advertise as soon as possible. Ideally, Leslye would like to step down in August although she acknowledged that her role as chair had become less stressful since James had joined the committee as Business Secretary.

Leslye asked Barry how he was feeling about his role as treasurer. He stated that he was finding it incredibly stressful and would like to step down. He will continue until a replacement can be found. Leslye expressed her regret and stated how well Barry was fulfilling the role and thanked him for the challenging work involved. At this point signatures on the account were discussed as Barry expressed his frustration that it was often difficult to find a second signature to approve transactions. Barry stated that it should be Chair, Treasurer and Business Secretary. James has agreed to be added as signatory. No resolution was made on other committee members being signatories. ACTION – James and Barry will find a mutually convenient time to do this. Barry also said that so far, he has been unable to reinstate Chris as a signatory. We now need a Deputy Chair and a Treasurer. ACTION - Leslye will formulate advertisements for this role.

Food Standards – John reported that he was finding it difficult to speak to someone regarding this. As far as he can ascertain if we provide a cold buffet one member in the kitchen requires a food hygiene certificate. ACTION- Leslye will undertake to do this and the U3a will meet the cost of £34. Barbara Broomhead has offered to be responsible for the Refreshment rota at Members Meetings. It was agreed that if members willing gave her their contact details this would meet data protection requirements.

Ambleside bookings- James has supplied the requested insurance information.

Minutes proposed by Pam and seconded by John.

3 Treasurers report

Barry reported that we have a healthy balance as we have transferred £1000 to the social account. We need to think how we can spend some of this. Leslye suggested keeping the membership fee at £16 plus capitation. There are some payments that have been made that do not appear on the accounts now but will do so next month.

4 Charity Donations

Pam has received a thank you certificate from the Lincs Notts Air Ambulance. The raffle at the Beetle Drive raised £123, A further £50 was raised by Pam on the sale of some records and £50 from Pam's gardening group. All monies raised are paid directly to The Lincs Notts Air Ambulance.

Barry suggested members are asked if they want to continue to support the Air Ambulance or if they wish to nominate another charity. Leslye explained that members were asked each year. Nomination forms will be available at the open day in March. ACTION- undecided. Information will also go into the Newsletter. ACTION –John.

5 Business Secretary

James asked all Committee Members present, to sign the Charity Commission Declaration that that are eligible to be trustees. James is putting together a pack for new trustees. All current trustees are asked to write a synopsis of their role. Ann has already done so. James has written a draft policy on carers; this will be on next month's Agenda. ACTION- James. James has also made some amendments to the constitution which he will email to Committee Members. ACTION- James.

6 Membership.

We have 4 new members. It was suggested that each new member is paired with an existing member at their first meeting to make them feel welcome and comfortable. Leslye will ensure badges are up to date. ACTION -Leslye

7 Newsletter

John has obtained a Microsoft 365 license for up to 6 laptops. This was free for charities. Paul Webb is interested in doing the website. He and John will meet. ACTION- John

8 Marketing, website, and speakers.

Jane and Ann are working on some posters for the Open Day.

Ann asked Leslye if she would like to speak on BOWE Radio to publicise the open day. Leslye said that her voice is not too good now, but that Ann should go ahead and set it up. ACTION- Ann.

ACTION – Leslye will send an email to group leaders emphasising how important it is that they attend the open day.

9 Social Prescribing.

Barbara has been investigating this and has contacted the Primary Intergrated Community Services for Nottinghamshire. She has set up a meeting with Andrew Saint, a Social Prescribing Link Worker, who covers Edwinstowe and Ollerton. This will take place on 23rd February. Barbara will report back to next Committee Meeting. ACTION - Barbara

10 Events

Excellent feedback was received on the Beetle Drive and Chinese New Year was also a great success. The next event is the visit to Viola on March 1st. The Murder Mystery is March 17th and the visit to the Classic Car Museum takes place on March 22nd. There are still a few places left for the visit to Bletchley Park on April 26th.

At the Members Meeting on February 19th, the doors will open at 12.15pm to begin taking payments for these events. The big U3a event in June will now be a Picnic in the Forest. This will be free except for car parking. Each U3a will provide activities. There will be a River Trip on 10th July at a cost of £37.

11 Members Meeting.

Barry and John will be there at the beginning of the meeting but will then need to leave. The speaker is Jerry Jarvis who will be bringing a Young Carer with him. He does not want any payment, so it was agreed to give him a bottle of wine. ACTION - Ann

12 Mobile Telephone.

James has taken the U3a mobile phone. The rota for the next few months will be; Pam, Wendy, Leslye, Barbara

The meeting closed at 3pm. The next meeting will take place on Monday 11th March.

