

**MINUTES OF THE DUKERIES THIRD AGE GROUP COMMITTEE MEETING ON
MONDAY, 10TH JANUARY 2022, BY ZOOM**

PRESENT:	
Leslye Henstock	Chair
Chris Neighbour	Treasurer
Ann Street	Co-ordinator of Guest Speakers Marketing, Advertising and Website
Marie Bartle	Membership Manager
John Harris	Newsletter Editor
Wendy Neighbour	Membership Manager
Christine Yates	Co-ordinator of Group Activities
Jane Young	Co-ordinator of Group Activities
Valerie Saunders	Minuting Secretary at meetings

1. INTRODUCTION

Leslye welcomed everyone to the Meeting.

Apologies were accepted from Pam and Nick.

There were no alterations to the minutes of the Committee Meeting on 6th December 2021. Wendy proposed that the minutes be accepted, Christine seconded and Leslye signed the minutes as correct.

Marie will send "get well" cards to Pam Hardwick and Nick Mason.

Discussion

Leslye reported that some interest Groups have been meeting in the first week of January such as the Walking Group, Mah Jong and Scrabble but others, such as the Ukulele Group, have postponed meetings until February.

Leslye asked the Committee whether the Members' Meeting on 17th January should go ahead, in view of the soaring number of the Omicron variant, or be postponed until another date. After a discussion amongst the Committee, Leslye put forward a new date of 31st January and asked the Committee to vote on this by a show of hands. This motion was passed unanimously.

Ann will contact the Speaker booked for January to ascertain whether she is available on 31st January. Leslye will contact the Jubilee Hall booking secretary to see if it is available.

It was agreed that individual Groups could make up their own minds about meetings.

Leslye said that she would put together new Health and Safety guidelines to be followed at Group Meetings and the Members' Meetings in order to keep members as safe as possible

during the current crisis and this would be sent out to members by John as soon as possible. Jane will send out instructions to Group Leaders.

The re-scheduling of the Christmas Party will have to be postponed until at least the middle of February as the Ukulele Group are not meeting again until early February. They are part of the entertainment for the party and will need time to rehearse.

Leslye will contact Stefan regarding the re-scheduling of the Race Night.

2. MEMBERSHIP UPDATE

Wendy reported that the membership total still stands at 142:

- 131 Fully Paid-Up Members
- 10 Associate Members
- 1 Honorary Life Member

She has had an enquiry from another possible member.

Leslye is keen to organise a get-together as soon as possible in January for the new members who have joined since the Open Day in September. Several venues were suggested including the Craft Centre at Edwinstowe. Several members of the Committee agreed to attend the meeting when it is arranged.

Membership Fees

Since the brief discussion about this at the last Committee Meeting, Leslye has done some research on what other U3As in the area are charging. This varied considerably because some U3As have a very large membership and can afford a lower subscription from their members. Leslye asked Ann for an approximate annual costing for Speakers at Members' Meetings. Ann said that it would be in the region of £800, including the hire of the Jubilee Hall. Chris said that we would need at least £2000 in subscriptions to cover our costs.

There was a discussion amongst the Committee on what we could charge and it was finally agreed by a majority of 8 to 1 that the fees would be as follows:

- £19 Full Membership
- £10 Associate Membership

As an incentive, anyone joining Du3A before 31st March 2022 will get up to 15 months membership to 1st April 2023.

Leslye said that we should encourage Associate Membership as they might decide to join as Full Members at a later date.

Funding

Ann asked how much money was left to spend from the funding we had been awarded.

NB: Wendy sent out a detailed breakdown of this later in the day. Please see appendix at the end of the Minutes.

3. BRANDING, PUBLICITY, MARKETING

Ann has continued to send articles and photographs to the local magazines, including the News Journal which has included a large piece in their recent publication.

Although Ann sent an article and photographs to the Ollerton Roundabout as usual, this did not appear in their recent publication.

Publicity

Ann asked whether Du3A wanted to join with North Notts Network for the National Publicity Week that Head Office are organising between 18th and 23rd September. The ideas that they have put forward so far are:

- Carrying a beacon across Nottinghamshire ending in the Market Square in Nottingham.
- A Flash mob event

Leslye said that she thought these ideas would be fun if we could get members involved. The next meeting of the North Notts Publicity Group is on 23rd February.

Ann reported that the RSPB Sherwood Forest and Budby South Forest are running an event called "Love Edwinstowe and Sherwood Forest" from the 10th to the 21st February. They want to lay a trail of hearts from Edwinstowe through the Forest. The hearts can be made from wool, fabric or wood. Local businesses, organisations, groups and individuals are being encouraged to take part. There is to be a quiz and any organisation taking part should enter a quiz question. Ann thought that ours could be "What organisation has a 30th birthday this year".

Jane Young and Jenny Fox have both agreed to help with making hearts for Du3a. Leslye suggested putting Du3a details and contact numbers on sheets of paper which could be laminated, stapled to the hearts and torn off by anyone on the trail who was interested.

She also suggested that a group of members could have a walk and a picnic in the Forest on 13 February, wearing Du3A badges.

Speakers

Ann asked whether the offer of £50 in expenses for the speaker in January still stands and it was confirmed that it did.

Sharon Pickett was due to give a talk about the Lincs and Notts Air Ambulance Service in November but she is moving areas and will be unable to do this. Leslye said that she would discuss this with Pam.

4. TREASURER'S REPORT

Chris had already sent out up to date accounts for December to the Committee. The Current Account balance was £2673.57 and the Social Account £883.82.

Chris asked the Committee how long we intended to pay subscriptions for Zoom. Leslye said that she intended starting social nights on Zoom in the near future. The Committee agreed that the subscriptions should continue indefinitely.

Chris reported that he was still having trouble arranging internet banking for the Social Account with the Nat West and thinks he will have to go into a Nat West branch and speak to someone to try to get this sorted. He also reported that the Nat West branch at Retford is closing and the account will need to be transferred to the Mansfield branch.

5. DATE FOR THE AGM

The date for the AGM will be Monday, 16th May 2022.

Retiring Committee Members

Marie Bartle (Membership Manager) will retire on 14th March

Christine Yates (Co-ordinator of Group Activities) will retire on 9th May

Pam Hardwick (Group Secretary/Deputy Chair) – to be discussed.

Val Saunders (Minuting Secretary at Meetings) will retire at the end of May

Leslye would like to send personal invitations to current members to attend a Committee Meeting to see how they are run. This will be a face-to-face Committee meeting not a virtual one.

Other Possible Social Events for Calendar

Beetle Drive

30th/40th Anniversary Garden Party

Queen's 75th Anniversary Party in June

Halloween event.

DATE OF THE NEXT COMMITTEE MEETING 14TH FEBRUARY 2022

APPENDIX

The RTC Funding is now spent and the evaluation form completed and sent in. The National Lottery fund is now spent and the funding is closed. The Community Engagement

Newark and Sherwood District Council funding is now nearly spent with a sum of £68.01 still to spend. The £100 from Andy Oxnard is still to spend.

Dukeries U3A Funding Applications – 2021

Funding Received/Spent as follows:

<p><u>The RTC Fund</u> Contact: Helen Britton Amount Received: £500 (in DU3A bank account) Purpose of Grant: Computer Received: 20/6/2021 Must be used by: 20/6/2022 Evaluation: Evaluation form to be filled in when project finished. Now agreed with Helen that they will pay £368.95 towards computer already purchased and remaining £131.01 can be used to purchase, printer, paper and inks. 5/10/21</p>	<p>RTC Fund - Spend £368.99 spent on Chairperson's Computer and Mouse (receipt received – dated 29/9/21) Print Cartridges – John Harris - £29.24 (receipt received – dated Oct 2021) Ann – Laminator/pouches/ink/printer paper - £99.93 Total - £498.16 – All monies spent – Funding closed Jan 2022.</p>
<p><u>Andy Oxnard</u> Amount Received: £100 (in DU3A bank account) Purpose of Grant: Computer – possibly printer and inks (LH to speak to AO) Received: August 2021 Must be used by: Not stipulated Evaluation: Contact Andy Oxnard for details Can be used to fund any item for Dukeries U3A, still to be decided on spend – 5/10/21</p>	<p>£100.00 Web Site? Still to Spend?</p>
<p><u>Community Engagement – Newark and Sherwood District Council</u> Contact: Andy Hardy Amount Received: £500 – Proof of purchase must be shown and then money will be transferred to DU3A bank account. Purpose of Grant: Computer - £400 Advertising - £100 Must be used by: Not Stipulated Evaluation: Form to be completed when project finished Can be used on £100.00 computer and then for advertising/print -</p>	<p>Community Engagement £125.00 receipt for membership manager computer £19.99 – for mobile phone to take membership calls from adverts. £155.00 – 1 X medium feather banner £30.00 – Base for feather banner £102 – Dukeries U3A Posters Total £431.99 spent so far £68.01 left to spend</p>
<p><u>TNL Community Funding – Project Ref: 20178695</u> Contact: Sophy Proctor/Laura Chambers Amount Received: £500 (in DU3A bank account) Purpose of Grant: Applied for £1,170 - Computer £770, Banners £100, Leaflets £100, Flyers £100. (so can be spent on either computer or advertising) Must be used by: 30 November 2021 Stipulation: Cannot use this money for costs which have been funded by other means (duplicate funding) Evaluation: Follow up – evaluation form when project completed Now agreed with Laura Chambers that we can use £325.00 for computer already purchased and £175.00 for advertising – 5/10/21 (Must be spent by 30 Nov 2021) ALL MONIES SPENT AND ACCOUNT NOW CLOSED – DEC 2021</p>	<p>TNL Community Funding - spend £500 £325.00 for Chairperson's Computer/Mouse (receipt received – dated 29/9/21) £175.00 to be spent on advertising by end Nov. ALL MONIES SPENT AND ACCOUNT CLOSED – DEC 2021</p>

