

Minutes of Glossop U3A committee Meeting – 14th November 2019

1) Present – Barbara Connah, Glyn Connah, Maureen Brierley, Chris Blackett, Diane Butterworth, Brigitte Manchee, Barbara Craven, Jo Mortlock, Jean Lowcock, Jennifer Depledge, Sue Vince.

2) Apologies – None

3) Minutes of the last meeting – Proposed MB seconded DB that minutes be accepted.

4) New Trustees – Barbara welcomed the new members to the committee. Maureen will arrange their induction programme. Meanwhile there are guidelines about Trustees' Responsibilities on the Charity Commission and Third Age Trust websites and also in our own Constitution and Standing Orders to read.

5) Matters Arising –

i) Glyn has written revised instructions concerning sending emails for the Membership Secretary in collaboration with Clive Littlewood and will send Diane a copy. **GC**

Diane will ask Clive for training on using the Gmail account. **DB**

ii) 25th Anniversary – Brigitte reported that the event had been a success with around 250 members attending. Chris has put some photos of displays on the website and Glyn has submitted an item to the Third Age Trust for their monthly newsletter. Brigitte has sent thanks to those who helped and a donation from Welfare to Friends of Hadfield Hall. Barbara read out emails and cards received thanking Brigitte from Dorothy Wood, Anne Musson, Jenny Winder and Sue Wraight and also thanks from Maureen Hobson and Rita France for their life membership awards. Brigitte also reported that the £1000 budget had been exceeded by just £8.

6) Correspondence – Newsletters from the Third Age Trust and the Charity Commission were circulated to committee members. CLA licence received and added to the Bradbury House file. Communications received via the website included:-

- Travel Agents - 2
- Speakers – 3 forwarded to Rita France.
- Guy Kiddey – Lib Dem candidate. Our policy is not to be involved in politics.

7) Treasurer's Report

- i. Maureen presented the Summary Accounts and Budget Forecast to the end of October.
- ii. The 25th Anniversary Celebrations cost £1008.25 and have been paid.
- iii. The Quiz team attended the Greater Manchester Network Quiz on the 5th November and won. The cost was £30.00 entrance fee and £54.80 travel expenses totalling £84.80.
- iv. The number of members subscriptions paid into the bank to the end of October is 318 compared to 342 last year. There have been further payments since but we will have to monitor the membership number as it's our main source of annual income and payments. We may have to transfer an amount from the savings account to the current account later in the year especially as we have spent the one-off payment for the 25th Celebrations which was just less than a third of the total expenditure of last year (£3,685) – our total income last year was (£3,678).

- v. There were 24 diaries left as of this morning from the 70 ordered.
- vi. Maureen asked the committee to appoint at least one more signatory to the account. Jo Mortlock agreed to be a signatory so Maureen will add her name at the bank. MB/JM
- vii. Barbara Craven asked for volunteers as back up to cover Assistant Treasurer responsibilities when she is away. Barbara Connah and Brigitte Manchee agreed.

8) GM Network Report – Maureen read the attached report.

Glyn will email Gillian Russell to request that we are transferred from East Midlands to North West region. GC

9) Committee Secretary's Report – nothing more to report.

10) Membership Secretary's Report – Diane has been chasing members who are late paying subs. We now have 323 paid up members.

11) Group and Activities Coordinator's Report – Jean has arranged a Group Leaders meeting on 2nd December upstairs at Bradbury House and committee members are invited to attend.

12) AOB

i) Coffee Mornings Door – December – Barbara Craven. January – Jo February – Sue

March – Barbara Connah. Chris asked if it is really necessary for everyone to sign in but we agreed that we should continue to do it.

ii) Generic Emails – Maureen and Jo have generic email addresses because they have separate laptops for U3A business. Diane has the email with all the members names on it but runs it from her own PC. Barbara, Glyn and Jean would prefer to use their own email addresses since they are working on their own computers.

iii) Emergency Contacts – Glyn produced an outline proposal in which we would have to expand the membership database to include contact details although this would only need names and phone numbers. Exactly how Group Leaders and trip organisers would access this information looks complicated. Diane noted that the U3A shop has cards that members can carry giving contact details. This leaves it up to individual members to carry their cards and avoids GDPR. Diane will order 2 packs, 500 cards and Jean will distribute them to Group Leaders. DB/JL

iv) Brigitte suggested that following the success of displays at the 25th celebration we could ask groups to put up displays at coffee mornings.

Next Meeting Thursday 9th January 2020 at 11.30am.

Glyn Connah

Greater Manchester U3A Network

Report to Glossop U3A Committee on the meeting held Tuesday 22nd October 2019

1. The minutes of the previous meeting were accepted.
2. There were no chair or secretary reports.
3. The treasurer reported GMU3A holds £998.05 in the account which includes the Quiz fees.
4. The North-West Trustee, Gillian Russell, explained that Networks do not have the same protection as individual U3A's as they are not affiliated to the Third Age Trust but the National Office proposed new constitution for Networks allows forms of affiliation. There was to be a Network Link meeting on the 23rd where more information would be given.

She said the Regional website is being updated and the Regional committee would be grateful for recommended speakers, photos of any activities, reports of interest. She said there is a lot of information on the website and details of events and workshops will be found there. She said the Interest Groups Matter workshop later in November is full and she will request another locally if there is enough interest in the Network.

She gave dates of future events : in 2020 February Active Living Day: April Communications Workshop: June 3rd National U3A Day: June 9th NW Conference and AGM in Preston: August NW Summer School: and the National Conference. Details will be on the Regional Website. She also informed the meeting that there was a new constitution for U3A's available which you are not obliged to adopt but asked that current constitutions are reviewed to ensure it observes requirements, especially terms of office, committee formation, quorum and object clause as all are required by Charity Law.

Referring to the U3A. she said the National Office are instigating a plan that each year we will have a U3A Day which will be an opportunity to showcase the U3A. The idea is to do it each year, at least to 2022 which is the 40th Anniversary of the Founding of the U3A.

Also, if we wish to receive the North West Newsletter to sign up on the website link. She warned that photographs cannot be used in publicity material according to GDPR regulations. She is planning a Japan Day next year.

5. U3A Queries; one U3A had a problem with a couple who wanted to attend meetings but wished to bring their 30year old disabled daughter with them. She wouldn't be covered by insurance unless she joined U3A as a member. Gillian said there was no reason why she couldn't be a member and suggested that her parents attended as carers and would be covered. It was stressed that members should not become carers but a family member coming as carer need not join.

Another group were having a problem with a group leader who had a history of excluding members they did not like and one was possibly disabled. The group had moved to the leader's home for meetings from a central venue. Gillian said this could be a case for a grievance and disciplinary procedure and every phase has to be followed.

A member from Glossop raised the fact that Glossop U3A wanted to be included in the North West Region and not the East Midlands as National Office had them as they are closer geographically to the North West. The secretary had tried to contact North West Region but has had no response. Gillian suggested the secretary send details to her and she would pursue it as she has met this previously when a U3A were located on a boundary.

6. In Any Other Business; A member of the network would attend the Link meeting and report back.

A short discussion was held on whether GM Network have a constitution. Consensus was our informality is preferable to another layer of bureaucracy. There was concern that the proposed new Network Alliance Agreement will only apply to networks with a constitution. The representative would take along the GM Network Guidelines and raise this concern.

Discussion was held on running more network events and suggestions are requested.

Next GMU3A Network meeting is Tuesday January 14th2020 at Cross Street Chapel at 10.30am.