

**Minutes of GU3A COMMITTEE MEETING
held on 28th January 2020, in Sunnyfield House**

PRESENT: Brian Smith (Chair), Peta Margetts, Wendy Milnes, Norma Richardson, Sandra Davies, Edna Featherstone, Carol Williams, Pam Rayment (Minutes).

APOLOGIES: Hazel Merigold, Brenda Elliott, Diana Wardill, John Wardill.

1. MINUTES:

The Minutes of the Committee meeting held on 17 December 2019 were approved and signed.

2. MATTERS ARISING:

(1) Tracey Mangold, the Town Clerk, had confirmed GU3A will be invited to Mayor's Carol Concert in December 2020. Noted.

3. CORRESPONDENCE: Nothing to report.

4. TREASURER'S REPORT:

(1) Deposit account £8,131, current account £3,462 and cash £184.

5. MEMBERSHIP SECRETARY'S REPORT:

(1) In the absence of DW, no report was available.

(2) Feedback on "have a cup of tea with us after the meeting". It was agreed this had worked well, with four new members joining committee members and would be continued. **ACTION: JW/BS**

6. REPORT ON INTEREST GROUPS:

(1) Notes of Group Coordinators' meeting/lunch held on 2.1.20. Approved and agreed that they were to be distributed to all Group Coordinators. **ACTION: CW or PM/SD ?**

(2) Analysis of attendance. Noted that only 20 Group Coordinators attended from 45 groups. It was

thought this was mainly due to the date being early in the year.

Agreed to add "Excursions" to the activity list, MW to be asked if she was willing for her phone number to be publicised. **ACTION: PR**

(3) Matters arising and follow up action. One group felt email communications weren't appropriate for them. Noted that not all Coordinators have email addresses. Agreed that at the next Monthly meeting, members be offered the opportunity to learn how to send and receive emails from their phones, at a suitable time and venue. **ACTION: JW/BS**

Agreed that a telephone number be added to the Newsletter. **ACTION: PM/SD**

Agreed to book the next Group Coordinators Meeting/Lunch for Tuesday, 5 January 2020. **ACTION: EF**

7. VENUES AND ACCOMMODATION: Nothing to report.

8. LINKS WITH OTHER U3As: Nothing to report.

9. NEWSLETTER:

(1) Circulation options. Group Coordinators were to be asked to suggest that their members receive the Newsletter electronically. **ACTION: PM/SD**

(2) Committee items for next newsletter – deadline Wednesday, 26 February 2020. Noted.

PR reported that the initiative of placing U3A leaflets in GP surgeries, chiropodists waiting room etc was proving successful and had attracted 2 new members. CW to check whether GP surgeries would also display copies of the Newsletter. **ACTION: CW**

PR to check with AG that he puts copies of the Newsletter in the Library. **ACTION: PR**

Group Coordinators to be asked to submit articles for the Newsletter. **ACTION: PM/SD**

10. WEBSITE:

(1) CW updated members on recent changes and updates to the website.

SD to liaise with CW about Group Coordinator changes for the website, ditto AG for the Newsletter and BS for the diary. **AC-**

TION: SD

- (2) Agreed that "Newsletter" would be a direct link at the top of the home page. **ACTION: CW**
Agreed that in addition to other topics, Monthly meeting dates would be publicised in the "scrolling banner" month by month. **ACTION: CW**

11. MONTHLY MEMBERS' GET TOGETHER: 5 February 2020

The talk on Guide Dogs had been postponed by the speaker until the April meeting. Agreed, in addition to 6(3) above, Members be asked if they would like a more interactive demonstration of the website, possibly in small groups at a convenient location. **ACTION: JW/BS and ? WM**

12. EXCURSIONS:

EF sought guidance on the preference for booking theatre matinee or evening performances.

13. SOCIAL EVENTS AND TRAVEL:

PM reported that the visit to Bowes Museum had been very successful. No further events had been booked beyond those approved previously.

14. HEALTH AND SAFETY:

PM reported that a member had become unwell during a Tai Chi Class. No further action was required and a completed report form would be given to the Secretary. **ACTION:PM**

15. SAFEGUARDING: Nothing to report.

16. NORTHUMBRIA REGION:

BS would attend the regional meeting tomorrow, in JW's place. **ACTION:BS**

17. NATIONAL ANNUAL U3A DAY - 3 June 2020

(1-3) WM distributed an information pack and summarised ideas and proposals from Facebook, the website and U-tube, including the potential need for additional insurance.

(4) There was a detailed discussion during with HM's suggestions were considered.

Publicity. A poster template would become available on the TAT website, that could be adapted locally.

Press Publicity. Saltburn U3A to be asked about their plans, with a view to joint publicity eg in the Redcar & Cleveland magazine which is delivered to all households. **ACTION: PR**

It was suggested that:

As 3 June was the date of the Monthly meeting, an event should take place at the more central location of the Methodist Church or Sunnyfield House from 10am until 12 noon or 1pm. The Monthly meeting would still take place at 2pm at the church hall. **ACTION: EF**

Members of the public would be invited to visit our activities, rather than arranging activities on the street or in shopping centres etc.

National U3A Day to be discussed with Members at the Monthly meeting with the aim of establishing a task group, which a member of the Committee Member should lead.

ACTION: JW/BS

A report on other U3A Day matters to follow tomorrow's regional meeting. **ACTION:BS**

A brief Committee meeting to be held after the Monthly meeting on 5 February. **ALL**

A meeting would be arranged with Group Coordinators. **ACTION: JW/PM/SD**

18. ANY OTHER BUSINESS:

(1) Charity Commission return filed on 13/1/20. Noted.

(2) NYM National Park Ancient Monument Surveys undertaken by 10ml+ Walking Group Members. BS reported, advising a training course had been attended. As Members were undertaking the survey during the normal course of approved U3A walking events, the Public Liability insurance covered this activity. Similarly, regarding Health & Safety, no additional Risk Assessments were necessary as the monuments were easily accessible and within the scope of those already filed.

NEXT MEETING: 25 February 2020, 4.30pm at Sunnyfield House.