



**Hartlepool and District U3A**  
**Minutes of the Committee Meeting Grange Road Methodist Church**  
**Friday 26<sup>th</sup> August 2022**

**Present:** Roger Say, Phil Jefferies, Wendy Borthwick, Keith Alder, Irene Archer, Cliff Cordiner, Linda Sargent, Pauline Williamson

**1. Apologies:** Don Taylor

**2. Minutes of Meeting Friday 29<sup>th</sup> July 2022**

Accepted as a true record.

**3. Matters arising**

Item 3 Roger would look for the banner on September 2<sup>nd</sup> as St Joseph's hall was closed during August.

Phil was close to completing arrangements for updating contact details on Beacon.

Item 4 Roger had asked Barry to remove the Spanish and Dog Walking groups from the Newsletter. The new Constitution had been uploaded to the Charity Commission website. Roger had received assurances regarding his data protection concerns from Northumbria Region and had sent them details of the changes to the Committee as requested.

Item 8 Trustee declaration forms were given to new Committee members for completion and returning to the Secretary..

**4. Chair's Report**

Roger had organised a table at the Central Hub for 21<sup>st</sup> September between 10 and 2 to promote our organisation during u3a Week.

He hoped to attend the South Durham Chairs' face-to-face meeting at Sedgefield on September 9<sup>th</sup>.

He had contacted Jessica who will be giving him a list of possible speakers.

He would contact Seascope with a view to them giving a presentation at the February meeting. **Action: Roger**

**5. Secretary's Report/Correspondence**

Deferred.

**6. Treasurer's Report**

Phil had previously circulated the Financial Summary and the situation remains satisfactory.

He had visited NatWest regarding the changing of signatories and was told it was now an online form, although he would have to take new signatories into the bank with appropriate documentation. Linda had agreed to be the 4<sup>th</sup> signatory. Phil asked the Committee to formally agree that Cliff and Linda are

added to the signatories list and Chris and Anne removed. Cliff will be authorised for online banking and will become Treasurer once he has completed the handover training and NatWest have processed the changes. The Committee unanimously agreed to these changes.

Phil also reported NatWest were now able to offer restricted online banking to nominated people, who would be able to see transactions but not initiate payments. Phil proposed that Roger keep his existing access but restricted access could be considered for the next Chair.

#### **7. Membership Secretary's Report**

Wendy reported that membership currently stood at 95 but could reach 105 as she had received 2 applications at the Committee meeting and several enquiries since the Fuddle. 2 enquiries came from the North Tees Health Trust meeting that Roger attended. Wendy also noted that Marjorie Reynolds was creating a certain amount of interest with her Shibashi group.

#### **8. TAT AGM Amendment to Proposals**

Roger had circulated the Royston amendment for consideration. He fully expected TAT to have received more amendments by the cut-off date of August 21<sup>st</sup>. He had as yet received no more information and believed that further amendments would be being scrutinised for legitimacy. Roger would therefore send out information as soon as he received it and he would then take votes for a majority decision to cast our 1 vote. **Action: Roger**

#### **9. Charity Commission Update**

Roger had previously circulated the Charity Commission email. He listed some of the changes coming into force with the Charities Act 2022 but believed they did not affect us. Phil asked if someone should read the act; Roger replied that he had looked at it but thought that the main proposals were to cope with 21<sup>st</sup> century life such as moving online. Roger would revisit the Act in more detail. **Action: Roger**

Phil noted that we do not currently claim Gift Aid; this had been discussed under the previous Chair and it had been agreed that it was too complicated to be worth the effort. He suggested that Cliff might like to revisit this decision at a later date.

#### **10. Committee Roles**

After discussion with Roger, Pauline agreed to take on the role of Group Co-ordinator. Roger and Pauline would meet to discuss this further. Wendy noted that the Group Co-ordinator's handbook which was available on the website would need updating. Roger would be happy to help Pauline do this. **Action: Roger and Pauline**

Phil was willing to become Business Secretary for the next year, but would be standing down from the Committee at the next AGM. These changes were unanimously agreed by the Committee.

#### **11. u3a Open Day**

Roger would have a small banner, printed u3a leaflets and the Hartlepool Welcome letter which Wendy had just updated. He asked that Wendy send the Welcome letter to him and he would add the new mobile phone number to it. **Action: Wendy and Roger**

## 12. AOB

- Roger had ordered a Sim card for u3a use to be put in an old phone.
- Regarding emergency contact numbers, Keith said that he carries a notebook with details when the Walking Group is out. Cliff also mentioned the usefulness of the app what 3words as a locator device.
- Irene noted that the Natural History Group generally met on the first Thursday of the month but this could change to accommodate special activities.
- Phil had checked the TAT website and it currently shows Chris McLoughlin's home phone as the contact number. This should be updated with the new mobile phone number. **Action: Phil**
- Irene would contact Hartlepool Retired Men's Forum to see if they would pass on any information regarding their speakers. **Action: Irene**
- Wendy and Pauline showed interest in attending the Northumbria Regional workshop on recruitment on September 30<sup>th</sup>. It was agreed to start the next Committee meeting at 9.30 to facilitate this.
- Phil confirmed that the History Group wished to continue and Chris would continue as leader for the time being.

## 12. Date of Next Meeting

9.30 Friday 30<sup>th</sup> September at Grange Road Methodist Church.