



**Hartlepool and District U3A**  
**Minutes of the Committee Meeting Grange Road Methodist Church**  
**28<sup>th</sup> April 2023**

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

**1. Apologies:** None.

**2. Minutes of Meeting 31<sup>st</sup> March 2023**

Accepted as a true record.

**3. Matters arising**

Item 3 Cliff had sent out follow-up emails regarding fees and his article on joining the Committee had appeared in the April Newsletter.

Item 4 Phil had sent Cliff contact details for the examiner.

Item 5 The Data Protection and Privacy Policies were now on the website. Roger would bring these to the attention of the membership at the AGM.

Item 7 New membership cards had been received and Cliff and Wendy continued to monitor those members still needing to renew.

Item 8 Roger had not heard from Seascope.

Item 9 The updating of trustees was pending until after the AGM.

Item 10 Roger had circulated the draft AGM papers to the Committee. The final papers were now ready to be sent to the members.

**4. Treasurer's Report**

Cliff reported that the audit had been completed with no issues arising. The external examiner Dave Bramley had signed it off and it had been included in the AGM papers.

Despite a couple of hiccups, the renewal process at the general meeting had gone relatively smoothly and Cliff thanked those that had been involved. He also suggested that a separate sheet for new members joining might smooth the process even further.

The financial summary which had been previously circulated showed a healthy bank balance due to the influx of membership fees. The Third Age Matters magazine subscription had been paid but Cliff expected bills of around £600 to arrive in due course for Beacon and TAT fees. The History Group leader was planning to spend some of that group's money on trips to Boroughbridge and Wooler.

Cliff and Wendy were still monitoring the membership renewals. Email and letter reminders had been sent out to those who had not yet renewed.

Cliff had been unable to attend the Regional Treasurers' Network meeting on 3<sup>rd</sup> April but hoped to go to the next one in July.  
Roger thanked Cliff for all his work on this.

## **5. Business Secretary's Report**

Phil said he had received a request to send in the Annual Return, which he would complete. **Action: Phil**

The Regional AGM took place on 19<sup>th</sup> April, when it was agreed to set up a Regional Support Team consisting of the Regional Committee and other volunteers.

The new programme that underpins the website had been successfully trialled at 2 u3as and an enlarged pilot of 20 u3as was being undertaken. Once it was established that the programme was working as intended, it would be rolled out to other groups with a date of December 2024 for completion. Training in its use would be given. Phil had asked when we might be using it but had as yet received no reply.

## **6. Group Co-ordinator's Report**

Pauline had resolved the Family History group leader's concerns about her contact details.

All group leaders save one had responded to her emails asking them if they would provide information on their groups at the AGM.

Of the new groups advertised at the last general meeting, all had received indications of interest. The Gardening, Cycling and Art Appreciation groups now had leaders. Pauline would continue to promote these groups together with Music Appreciation and Complementary Medicine and Mindfulness and she intended to meet with interested parties in due course.

Pauline had contacted someone regarding the lawn bowls which was normally a summer activity but was still awaiting a reply.

Planning for the meal at Hardwicke Hall Manor Hotel was underway but transport was raising a few problems.

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

Wendy reported that, of the 111 members listed, 16 had still to renew. She had received 7 resignations, one person including a very complimentary letter on the Photography Group which she had forwarded to the Group Leader. She had also received a complaint from a new member wishing to join the Photography Group but who had to date received no details of meetings.

Wendy would give membership cards to Roger to send out to those not attending the general meetings. **Action: Wendy and Roger**

A new member had joined a group but had needed to bring his wife as he was the main carer. After a successful introductory visit it was agreed that she be given honorary membership to facilitate any future participation in the group.

## **8. Chair's Report**

Roger had circulated the draft AGM papers to the Committee and had received feedback which had now been incorporated into the final versions. He had booked a space at the Central Hub 10.00-12.00 on 22<sup>nd</sup> June in order to once again publicise the u3a.

### **9. AGM Preparations**

Roger reported that the AGM papers were now ready to be distributed and would be sent out on May 1st. Those members still to pay would be included in the distribution. **Action: Roger**

### **10. Committee Succession**

Wendy, Phil and Linda have reached the end of their tenure. All members apart from Phil would be willing to serve again. A possible Committee structure might be Roger as Chair, Cliff as Treasurer, Wendy as Business Secretary, Andrea as Membership Secretary and Pauline as Group Co-ordinator. Linda could become President for a year and attend Committee meetings and reprise her role as minute taker. This structure would need to be agreed and ratified at the first Committee meeting after the AGM. As Phil and Linda would no longer be signatories on the cheques, it was suggested that Wendy and Pauline take their place. **Action: Cliff**

### **11. Proposed questionnaire for members**

Cliff had previously circulated a revised draft. It was agreed a working party of Cliff, Irene and Pauline would meet after the AGM to explore possibilities.

### **12. Any Other Business**

Roger was researching the subject of suffragists and could give a presentation towards the end of the year.

### **13. Date of next meeting**

Friday 26<sup>th</sup> May 2023 10.30 at Grange Road Methodist Church