



**Hartlepool and District U3A**  
**Minutes of the Committee Meeting held at the Central Hub**  
**Friday January 26<sup>th</sup> 2024 at 10.30 a.m.**

**Present:** Roger Say, Cliff Cordiner, Wendy Borthwick, Andrea Reid, Keith Alder  
Linda Sargent

**1. Apologies**

Irene Archer and Pauline Williamson

**2. Minutes of Meeting November 24<sup>th</sup> 2023**

Accepted as a true record.

**3. Matters**

Item 3 Cliff had received information from Drive Smart which he had passed to Roger but the content seemed too niche for us to use. Roger had not received a reply from the Implant speaker.

Item 8 Roger had chaired the South Durham Chairs' meeting on 8<sup>th</sup> December and would report under Item 9.

**4. Recruitment of Committee Members**

Wendy had sent a letter to all members alerting them to the situation where new committee members would be required in order to ensure the continuing existence of Hartlepool u3a from June 2024. This information would also appear in the next Newsletter. Although we need a minimum of 5 on the Committee, several members were already juggling multiple roles.

It was agreed that we should build momentum by encouraging members at the general meetings and approaching likely candidates individually. It was noted that the recruitment of committee members was a national problem.

**5. Treasurer's Report**

Cliff had previously circulated the financial summary and confirmed that the situation was satisfactory and we were on target for an end of year balance of some £3400. He had been contacted by the Gardening Group Leader for advice on allowing members of other u3as to attend meetings and he had given her clarification. There had been a regional meeting which he was unable to attend but noted that the region was still seeking a treasurer.

On a national level, the company that administered TAM had gone into administration and a default list was being used for distribution. Membership Secretaries should contact TAT if any problems were experienced.

Cliff had also circulated notice of a meeting where the Vice Chair of TAT Allan Walmsley would visit Newcastle to give a presentation on the Fit for the Future initiative and he was awaiting information on the outcome of this.

The new insurance certificate had been received and could be accessed on the TAT website or by contacting Cliff.

Cliff had circulated a report on membership subscriptions for 2024/25. We are currently in a strong financial position with savings made through speaker and room hire, no increase in TAT subscriptions, inflation dropping and membership increasing steadily. Cliff therefore proposed we freeze subscriptions at £20 (£16 for associate members) for the coming year. He would collect subscriptions at the April and May general meetings and would inform members through the Newsletter and via email.

**Action: Cliff**

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

Wendy had attended a Zoom Business Secretary's meeting on 9<sup>th</sup> January. She was informed of 3 changes to the Model Constitution regarding AGMs but with no details, these only appearing on the TAT website later. Replacing committee members was a common problem and difficulties were acknowledged; a relaxation of some of the restrictions imposed on committees, such as length of time served, might ensure the survival of some u3as.

Copyright-free resources were available on some websites. The downsides of increasing membership numbers was discussed and group leaders should ensure that the list of group members were accurate and up-to-date.

Wendy also noted that the minutes she received from this group were somewhat muddled, perhaps as a consequence of the Chair also chairing the Treasurers' Group.

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

This was deferred in the absence of Pauline.

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

Andrea confirmed we now had 116 members, with 46 attending the last general meeting. She was hoping to participate in a Membership Secretary's Zoom meeting on 6<sup>th</sup> February.

## **9. Chair's Report**

Roger reported that the South Durham Chairs had discussed safeguarding issues at their last meeting, examining what was written in policies and what happened in practice, with an emphasis on members not being carers. Andrea noted that 2 social prescribers had come with a client to our last general meeting although they hadn't been in contact since. Cliff would re-issue the guidance from TAT on the attendance of carers at meetings and within groups. **Action: Cliff.** The relevance of monthly meetings was raised with all the chairs being positive about them. The next SD Chairs meeting would be 8<sup>th</sup> March.

Roger had also been working with Phil Jefferies on the new SiteWorks site.

He had been contacted on the dedicated phone by a potential member, and another 3 had been in contact by email.

Roger had sent out the proposal for the new TAT council to committee members and this would be an item on the next agenda. **Action: Roger**

**10. Any Other Business**

Wendy had been contacted by a member who had now relocated and wished to resign. **Action: Andrea**

Wendy would check on putting notices regarding general meetings into the local newspaper. **Action: Wendy**

**11. Date of Next Meeting**

Friday 23<sup>rd</sup> February 2024, 10.30 at the Central Hub