

Meeting of the Mansfield & District U3A Committee

The Stanhope Centre, Bridge Street Methodist Church, Mansfield, NG18 1AL

Friday 11 May 2018
10.00-11.35am

MINUTES

ATTENDEES	Title	15.9.17	13.10.17	17.11.17	12.01.18	16.02.18	16.03.18	13.04.18	11.05.18	15.06.18	13.07.18
Sheila Whalley	Chairman	√	√	√	√	√	√	√	A		
Alan Miller	Committee Member	√	√	A	√	√	√	√	A		
Amanda Kingswell	Committee Member	√	√	√	√	A	√	√	√		
Bob Longden	Member with Special Expertise	A	A	A	A	A	A	A	A		
Carole Harrison	Minutes Secretary	√	√	√	√	√	√	√	√		
Jacqui Hampshire	Vice Chairman (Chair)	√	√	A	√	A	√	√	√	A	
Linda Leivers	Groups Co-ordinator	√	√	A	√	A	√	√	A		
Lynne Payne	Committee Member	√	A	√	A	√	A	√	√		
Marilyn Dibble	Membership Secretary	√	√	√	√	√	√	√	√		
Mike Allen	Business Secretary	√	√	√	√	√	√	√	√		
Sheila Pegg	Assistant Treasurer	√	A	√	A	√	A	√	√		
Val Jeffries	Speaker Finder	A	A	√	√	A	A	√	A		
Yvonne Kennison	Treasurer	A	A	√	√	√	√	√	A		

*A denotes apologies and D Deputy in attendance

Number	Item	Action
1/05/18	Apologies for Absence Apologies for Absence were noted as above.	
2/05/18	The Minutes of the Mansfield & District U3A Committee Meeting held on Friday 13 April 2018 The Minutes of the Meeting were AGREED to be an accurate record, once amendments had been made, signed off and placed on the website. <i>Proposed by Mike Allen and seconded by Marilyn Dibble</i>	Mike Allen/Carole Harrison
3/05/18	Matters Arising from the Previous Meeting: <ul style="list-style-type: none"> • Mike Allen would be producing a Data Protection Policy shortly and also obtaining a costing for printing the finance forms • Marilyn Dibble had updated the Members database 	

<p>4/05/17</p>	<p>Treasurer's Report:</p> <p>The Treasurer's Report was as follows:</p> <p>Finance position at the end of April 2018</p> <p>Monies held in bank £6,030.05</p> <p>Liabilities for May:</p> <p style="text-align: right;">For remaining months in this Financial Year</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">One Call Stadium</td> <td style="width: 20%; text-align: right;">-190.00</td> <td style="width: 20%; text-align: right;">-380</td> </tr> <tr> <td>Stanhope Centre</td> <td style="text-align: right;">-25.00</td> <td style="text-align: right;">- 75</td> </tr> <tr> <td>Newsletter</td> <td style="text-align: right;">-94.00</td> <td style="text-align: right;">-190</td> </tr> <tr> <td>Speaker est</td> <td style="text-align: right;">-60.00</td> <td style="text-align: right;">-120</td> </tr> <tr> <td>St Philip Neri's</td> <td style="text-align: right;">-90.00</td> <td style="text-align: right;">-120</td> </tr> <tr> <td>Queen Elizabeth's</td> <td></td> <td></td> </tr> </table> <p>Total estimated Current Account <u>£5,571.05</u> <u>£885</u></p> <p>Estimated Bank Balance at year end</p> <p style="text-align: right;">£885</p> <p>Group Account <u>£1,813.75</u></p> <p>Plus est Coffee Morning profit 400</p> <p style="text-align: right;">Total <u>£5,086.00</u></p> <ul style="list-style-type: none"> • The large amounts totalling £1,484.48 have been paid to the Third Age Trust for the Capitation Fees and Direct Mail • We can anticipate a profit from the Coffee Morning – therefore taking the expenses for the remaining three months say £885 as an estimate – we will have somewhere in the region of £5,000 left in the account at year-end • This is £2,000 less than last year's year-end, but nevertheless should be sufficient to keep us afloat. • We have (at last) obtained Debit Cards for anyone wanting to book tickets over the phone. Details from Sheila Pegg or Yvonne Kennison • Mike Allen noted that we would have to keep an eye on funds during the year due to the £2,000 shortfall • Mike Allen had spoken to Claire Harris who had confirmed that we can continue to book the Stanhope Centre for meetings so we will not have to look at other venues 	One Call Stadium	-190.00	-380	Stanhope Centre	-25.00	- 75	Newsletter	-94.00	-190	Speaker est	-60.00	-120	St Philip Neri's	-90.00	-120	Queen Elizabeth's			
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<p>5/05/18</p>	<p>Business Secretary's Report</p> <ul style="list-style-type: none"> • Peggy Thomas, an ex member, will be 100 on 19th May and Mike Allen will take her some chocolates and a card plus make an announcement at the Tuesday meeting • Mike Allen had received an email detailing a 50% reduction in cost of tickets for the Eisteddfod on 4-7 July 2018 • Ben Bradley, MP, was holding a Pensioner's Fair at the Civic Centre on Friday 13 July and had invited Mansfield U3A to attend and run a stall to show what we do 																			

	<p>Action:</p> <ul style="list-style-type: none"> • Mike Allen will invite other local U3As to attend to hold a joint stall, with attendance shared during the day • Mike Allen, Jacqui Hampshire and Carole Harrison offered to help • Details to be read out at Tuesday's meeting <p>• Mike Allen had emailed Jeremy Lloyd, who was standing down as Chair of the NNNG, and thanked him for all his work and commitment on behalf of Mansfield U3A</p> <p>Facebook</p> <ul style="list-style-type: none"> • John Brown had provided further details of Sutton U3A's Facebook page, which had been set up by Marilyn Jones • Discussion on the use of Facebook and how it would enable U3A's to be publicised • It was noted that if we set one up we would need someone to run it on a regular basis with extra mediators • Will be discussed again at the July Meeting <p>Strategic Plan</p> <ul style="list-style-type: none"> • Mike Allen had received details about the Plan via email and had circulated it • The Plan was difficult for some members to open so Dave Dibble had reformatted it into a word document • Members asked to review the document and let Mike Allen have comments on the latter half of the document by mid June, in order for him to complete before the submission date of 29 June 2018 <p>Safeguarding</p> <ul style="list-style-type: none"> • The Charity Commission had requested a Procedure for compliance with Safeguarding to ensure we provide a safe and trusted environment • Marilyn Dibble to ask Dave Dibble to provide a Procedure that can be considered and adapted by Mike Allen • The Policy will be brought to the July meeting and once agreed will be placed on the website <p>Data Protection</p> <ul style="list-style-type: none"> • Mike Allen will produce a policy by June <p>EGM Constitutional change</p> <ul style="list-style-type: none"> • Mike Allen will put the proposal to the meeting, which is also detailed in the Newsletter regarding the changes to the Constitution • Marilyn Dibble will provide the number of members present at the meeting to ensure over 20% (60) members for quoracy • Committee Members asked to count the 'no's' and 'abstainers' for the minutes • The Constitution to be amended following the meeting and placed on the website 	<p>Mike Allen</p> <p>Mike Allen</p> <p>Mike Allen</p> <p>All</p> <p>Marilyn Dibble Mike Allen</p> <p>Mike Allen</p> <p>Marilyn Dibble</p> <p>All</p> <p>Mike Allen/Carole Harrison</p>
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	New Committee Members <ul style="list-style-type: none"> • Mike Allen noted that new Committee Members and Group Leaders are required • Lynne Payne offered to run the Cinema Club 	
6/05/18	Chairman's Report: <ul style="list-style-type: none"> • There was nothing further to report. 	
7/05/18	Membership Secretary's Report: <ul style="list-style-type: none"> • Marilyn Dibble reported that this was a quiet time, with any enquiries being placed on the waiting list 	
8/05/18	Speaker Finder's Report: <ul style="list-style-type: none"> • Val Jeffries had informed Mike Allen that the speaker was booked for Tuesday's meeting and did not require any equipment 	
9/05/18	Group Convenor Report: <ul style="list-style-type: none"> • There was nothing further to report 	
10/05/18	Social Group Report <ul style="list-style-type: none"> • The tickets for the Coffee Morning which was taking place on 18 May from 10.00-12.00 at St Phillip Neri Church Hall at a cost of £2.00 will be on sale at the Tuesday meeting 	
11/05/18	Newsletter/Website Report <ul style="list-style-type: none"> • Nothing further to report 	
12/05/18	North Notts Neighbourhood Group/Notts County Network <ul style="list-style-type: none"> • Carole Harrison had attended the NNNG meeting and had provided a report on the ideas on publicity that had been discussed • The Beacon database had been discussed and several U3A's were using it. This database had been set up by the Third Age Trust and would cost £0.50 per member per year. The database would be mainly used by the Membership Secretary and Treasurer, with Group Leaders having limited access for their own Group 	
13/05/18	Any Other Business: <ul style="list-style-type: none"> • Amanda Kingswell updated on Karen Troops funeral which had been well attended • Amanda also pointed out that some of the Speakers details on the membership cards were incorrect 	
14/05/18	Date and Time of Next Meeting: Friday 15 June 2018 commencing at 10.00am at the Stanhope Centre, Bridge Street Methodist Church, Mansfield, Notts. NG18 1AL	