

## Meeting of the Mansfield & District U3A Committee

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

Friday 12 January 2018  
10.00-12.00noon

### MINUTES

ATTENDEES	Title	15.9.17	13.10.17	17.11.17	12.01.18				
<b>Sheila Whalley</b>	<b>Chairman</b>	√	√	√	√				
Alan Miller	Committee Member	√	√	A	√				
Amanda Kingswell	Committee Member	√	√	√	√				
Bob Longden	Member with Special Expertise	A	A	A	A				
Carole Harrison	Minutes Secretary	√	√	√	√				
Jacqui Hampshire	Vice Chairman	√	√	A	√				
John Brown	Committee Member	√	A	√	√				
Linda Leivers	Groups Co-ordinator	√	√	A	√				
Lynne Payne	Committee Member	√	A	√	A				
Marilyn Dibble	Membership Secretary	√	√	√	√				
Mike Allen	Business Secretary	√	√	√	√				
Sheila Pegg	Assistant Treasurer	√	A	√	A				
Val Jeffries	Speaker Finder	A	A	√	√				
Yvonne Kennison	Treasurer	A	A	√	√				

\*A denotes apologies and D Deputy in attendance

Number	Item	Action
1/01/18	<p><b>Apologies for Absence</b></p> <p>Apologies for Absence were noted as above.</p>	
2/01/18	<p><b>The Minutes of the Mansfield &amp; District U3A Committee Meeting held on Friday 17 November 2017</b></p> <p>There were three amendments to be made to the Minutes of the Meeting and then they were <b>AGREED</b> to be an accurate record, signed off and placed on the website.</p> <p><i>Proposed by Yvonne Kennison and seconded by Marilyn Dibble.</i></p>	<p><b>Mike Allen/Carole Harrison</b></p>
3/01/18	<p><b>Matters Arising from the Previous Meeting:</b></p> <ul style="list-style-type: none"> <li>• <b>Fire Procedure at Mansfield Town</b> – Mike Allen tabled a copy of the Fire Procedure which was located behind the bar</li> <li>• Mike Allen reported that a photograph of Dr Ali Flint receiving her degree was on the front of the Newsletter</li> <li>• Caroline Rhodes of Ashfield U3A had been due to attend the</li> </ul>	

	last Meeting but had not. Caroline would be welcome to attend future meetings and members would be directed to her table																					
<b>4/11/17</b>	<p><b>Treasurer's Report:</b></p> <p>The Treasurer's Report was as follows:</p> <p><b>Finance position at the end of December 2017</b></p> <table> <tr> <td><b>Bank Balance</b></td> <td><b>5761.67</b></td> </tr> <tr> <td><b>Liabilities:</b></td> <td></td> </tr> <tr> <td>Capitation fees</td> <td>-829.50</td> </tr> <tr> <td>Direct Mail est</td> <td>-475.00</td> </tr> <tr> <td>One Call Stadium</td> <td>-190.00</td> </tr> <tr> <td>Stanhope Centre</td> <td>-25.00</td> </tr> <tr> <td>Newsletter</td> <td>-106.08</td> </tr> <tr> <td><b>Total estimated figure</b></td> <td><b><u>£4136.09</u></b></td> </tr> <tr> <td><b>Savings Account</b></td> <td><b><u>£2883.71</u></b></td> </tr> <tr> <td><b>Group Account</b></td> <td><b><u>£1333.71</u></b></td> </tr> </table> <p>Yvonne Kennison reported that Mansfield U3A had a balance of £7,000.</p> <p>Charity Gift Aid would be undertaken next month when the remainder of the new members had started.</p>	<b>Bank Balance</b>	<b>5761.67</b>	<b>Liabilities:</b>		Capitation fees	-829.50	Direct Mail est	-475.00	One Call Stadium	-190.00	Stanhope Centre	-25.00	Newsletter	-106.08	<b>Total estimated figure</b>	<b><u>£4136.09</u></b>	<b>Savings Account</b>	<b><u>£2883.71</u></b>	<b>Group Account</b>	<b><u>£1333.71</u></b>	
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<b>5/01/18</b>	<p><b>Business Secretary's Report</b></p> <ul style="list-style-type: none"> <li>• The pull-up U3A stand would be placed at the bottom of the stairs at the January Meeting</li> <li>• The Committee Decision Log had been sent out with the minutes and would be amended as and when necessary. It was useful to read so new Committee Members would be aware of previous decisions</li> <li>• Mike Allen asked if Committee Office holders could update/write Job Descriptions by the end of April and include any duties they felt useful. These Job Descriptions would be beneficial when a new person takes over the role</li> <li>• A 'Keeping it Legal Workshop' was taking place in Leeds. It was <b>AGREED</b> not to send a representative as the information will be circulated after the meeting</li> <li>• Members were advised to log onto the U3A website and view the new TAT email (under Publications) which was extra to Third Age Matters and check that they had received all relevant information</li> <li>• Val Jeffries had provided a leaflet from Mapperley U3A which would be retained, but we would not be producing one as yet as we still had a waiting list of members wishing to join</li> </ul>																					

	<ul style="list-style-type: none"> <li>• John Brown suggested setting up a Mansfield U3A Facebook page. He would provide a list of points for/against the idea at the next meeting</li> <li>• Assets List – it was unanimously <b>AGREED</b> to remove equipment highlighted in red on the list <b>Proposed by Marilyn Dibble and seconded by Linda Leivers</b></li> <li>• Mansfield U3A directs the Business Secretary to respond in favour of the new Articles of Association and to vote in favour when asked to do so <b>Proposed by Jacqui Hampshire and seconded by Yvonne Kennison</b></li> <li>• The Charity Commission are revising the way the U3A reports on Finance. A Sub-Committee will be set up to examine the new arrangements and to report back to the Main Committee by May 2018. The Sub Committee shall consist of the Chairman (ex officio), the Business Secretary, the Treasurer, the Assistant Treasurer and Group Convenor. <b>Proposed by Mike Allen and seconded by Jacqui Hampshire</b></li> <li>• The new members renewal form is on the Website</li> </ul>	<p>John Brown Mike Allen</p> <p>Mike Allen</p>
6/01/18	<p><b>Chairman's Report:</b></p> <ul style="list-style-type: none"> <li>• Sheila Whalley provided a photograph of a card that had been made by her daughter to send to the Queen and Prince Philip to celebrate their 70th wedding anniversary on behalf of Mansfield U3A. A letter and photograph had been received back. The idea had come from Yvonne Kennison. Thanks were expressed to both the Chair and Yvonne</li> <li>• Certificates will be presented by the Chair at the next monthly meeting to Group Leaders who had served for ten years or more. Norma Shillinglaw was thanked for having gone through the membership cards for the last 18 years to find out the information</li> <li>• The Walking for the Wounded Charity had sent a letter to Val Jeffries thanking us for our donation</li> </ul>	
7/01/18	<p><b>Membership Secretary's Report:</b></p> <ul style="list-style-type: none"> <li>• Marilyn Dibble and Amanda Kingswell had attended a Coffee Morning the previous day with ten new members. This brings the list of members up to 286 and there are still 40 on the waiting list. There will be another Coffee Morning next month.</li> <li>• Sheila Whalley and Jacqui Hampshire congratulated Marilyn and Amanda on making new members feel welcome and escorting them to their chairs as it can be quite daunting walking into the Meeting the first time</li> <li>• Reasons given for members leaving were age, infirmity and moving. Members had been contacted by email and phone to see if they wished to renew their membership</li> <li>• List of new members to be provided to Mike Allen, Linda Leivers and Yvonne Kennison</li> </ul>	Marilyn Dibble

8/01/18	<p><b>Speaker Finder's Report:</b></p> <ul style="list-style-type: none"> <li>• Sue Howlett, one of our members, will be guest speaker at Tuesday's meeting</li> <li>• A request had been received from a Solicitor to provide a talk about financial services at a monthly meeting. Members <b>AGREED</b> that this would not be acceptable as we had agreed not to allow commercial speakers</li> <li>• Val Jeffries thanked Mike Allen, Sheila Whalley and Carole Harrison for information about speakers, which she would review</li> <li>• Members with an interest in the topic of the speaker were being asked to provide the write up for the newsletter</li> </ul>	
9/01/18	<p><b>Group Convenor Report:</b></p> <ul style="list-style-type: none"> <li>• David Drew may be cancelling the History Group on Monday due to family illness</li> <li>• Linda Leivers reported that she would be stepping down from her role in September, which she had covered for the last six years and a replacement was required</li> </ul>	
10/01/18	<p><b>Social Group Report</b></p> <ul style="list-style-type: none"> <li>• Tickets had sold out for the Quiz Night on 3<sup>rd</sup> March</li> <li>• Dates for the Coffee Morning and Summer Picnic booked</li> <li>• Discussion about different events that could be held</li> </ul>	
11/01/18	<p><b>Newsletter/Website Report</b></p> <ul style="list-style-type: none"> <li>• 180 copies of the Newsletter had been printed as previously too many remained</li> <li>• Yvonne Kennison to check that the invoice reflected the new amount</li> <li>• Members felt that the newsletter in its current format and availability monthly was very useful for a variety of reasons</li> <li>• The Third Age Website had been hacked over Christmas and some members had received advertising information. The Websites had been set up by the U3A Webfinder, but now a firm had been brought in to upgrade security</li> <li>• The implications around the hacking would be raised Tuesday's Meeting by the Secretary</li> <li>• The Website is now working and Group Leaders have been given new passwords</li> <li>• Val Jeffries suggested the O2 Guru would be a useful resource for members to speak to about their concerns</li> <li>• Sheila Whalley reported that the O2 Guru had sourced free meeting space at the Hub in the Four Seasons for future meetings</li> </ul>	<p><b>Yvonne Kennison</b></p> <p><b>Mike Allen</b></p>
12/01/18	<p><b>North Notts Neighbourhood Group/Notts County Network</b></p> <ul style="list-style-type: none"> <li>• Mike Allen and Yvonne Kennison will attend the NNNG</li> </ul>	



<b>14/01/18</b>	<b>Date and Time of Next Meeting:</b> <b>The next Meeting will be held on Friday 16 February 2018 commencing at 10.00am at the Stanhope Centre, Bridge Street Methodist Church, Mansfield, Notts. NG18</b>	
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