



Committee Meeting
Held on Friday 12 January 2024
10.00am-12.00 noon

MINUTES

| ATTENDEES | Title | | | | | | | | | | | | | | |
|-----------------|--------------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Carole Harrison | Committee Member | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ |
| Elaine Huckerby | Chair | √ | A | A | √ | √ | √ | A | √ | A | √ | √ | A | √ | √ |
| Gill Mallinder | Treasurer | A | A | √ | √ | √ | √ | √ | A | √ | √ | √ | √ | √ | √ |
| Jean Hatton | Membership Secretary/Helping Hand | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ |
| Kathryn Henshaw | Business Secretary | √ | √ | √ | √ | A | √ | √ | √ | √ | √ | √ | √ | √ | A |
| Hilary Miller | Committee Member | | | | | | | | | √ | √ | √ | √ | √ | √ |
| Philip Tucker | Speaker Finder | √ | √ | √ | √ | A | √ | √ | √ | √ | A | √ | A | √ | √ |
| Sheila Pegg | Groups Treasurer | √ | A | √ | √ | √ | A | √ | √ | A | √ | A | √ | √ | √ |
| Irena Dubowski | Vice Chairman | | | | | | | | | √ | A | √ | √ | √ | √ |
| Bob Longden | Website | A | A | A | A | A | A | A | A | A | A | A | A | A | A |
| Mike Allen | Website & advice | A | A | A | A | A | A | A | A | A | A | A | A | A | A |
| Sarah Spurry | Facebook Officer (Co-opted Member) | A | A | A | A | A | A | A | A | A | A | A | A | A | A |
| John Lawes | Committee Member | | | | | | | | | A | A | √ | √ | √ | √ |
| Stella Hall | Groups Co-ordinator | | | | | | | | | √ | √ | √ | √ | √ | √ |
| Susan Ford | Committee Member | | | | | | | | | √ | √ | √ | √ | √ | √ |

*A denotes apologies and D Deputy in attendance

| | | |
|------------------|---|---|
| | <p>120 chairs will be put out</p> <ul style="list-style-type: none"> • There is a hatch to the kitchen and paper cups have been purchased for refreshments • The screen will be brought to the meeting • Stella Hall will pick up biscuits and milk and buy chocolate biscuits for the Committee of Sherwood u3a who have been really helpful by providing their PA system and helping us out generally • Our PA system is outdated and not functioning correctly so it was AGREED to write it off and purchase a new one if required, although most venues seemed to have their own • Elaine Huckerby is arranging to meet with the Stags about cancelling the room at short notice • Lynn Milward had confirmed that the decision taken had been an operational issue due to a rearranged football match | <p>John Law</p> <p>Stella Hall</p> <p>Gill Mallinder</p> <p>Elaine Huckerby</p> |
| 4/01/2024 | <p>Treasurers Report:</p> <p>November</p> <p>Book brought forward £9,376.68</p> <p>Receipts for November 425.72 Payments for November 349.97</p> <p><u>Book figure £9,452.43</u></p> <p>Statement figure £9752.43:</p> <p>Cheques not presented: 1861 Ltd 200.00 D Drew 20.00 Mansfield B Club 60.00 Mansfield B Club 20.00</p> <p><u>Statement figure 9452.43</u></p> <p>December</p> <p>Book brought forward 9452.43 Receipts for December £2.00</p> <p>Payments for December: £1,398.00</p> <p><u>Book figure £8,056.43</u></p> <p>Statement figure £8,256.43</p> <p>Cheque not presented:</p> | |

| | | |
|--|---|------------------------------|
| | <p>1861 Ltd £200.00</p> <p><u>Statement figure £8,056.43</u></p> <p><u>Additional item:</u> £195 taken in ticket sales which has to be paid in January, £200 for room hire and £100 for the Speaker</p> <p>Group Accounts</p> <p>Income: £446.00</p> <p>Expenditure: £460.90 (Rents £144.50, Tai Chi Instructor £275, Current Affairs Christmas Party refreshments £41.40)</p> <ul style="list-style-type: none"> • Gill Mallinder confirmed that everything was straightforward • Stags had been late putting in their cheque • At each Members Meeting Gill pays for the next meeting, therefore February's meeting has been paid for • Gill updated on the problems still outstanding from trying to remove Yvonne Kennison from paperwork and texts when she stood down as Treasurer • Sheilla Pegg asked for an update on setting up a savings account where we might obtain some interest on the balance and Gill will discuss with the bank | <p>Gill Mallinder</p> |
|--|---|------------------------------|

| | | |
|-----------|---|---|
| 5/01/2024 | <p>Business Secretary's Report</p> <p>In Case of Emergency Cards</p> <ul style="list-style-type: none"> • The cards are with Yvonne Kennison for printing and will be available at future meetings • Members will be encouraged to complete one and keep in their purse or wallet when attending any u3a events, meetings or groups • Only medication to be included that might have life limiting effects if not known <p>Committee WhatsApp Group</p> <ul style="list-style-type: none"> • The group was now operational and had proved to be very useful in particular when the meeting venue was changed at the last minute <p>Use of TV Screens at Meetings</p> <ul style="list-style-type: none"> • Kathryn Henshaw will transfer the Powerpoint presentation from the Newsletter laptop to the Business Secretary laptop • To have it operational for the February Members Meeting <p>Circulating news items and information to members</p> <ul style="list-style-type: none"> • The Committee AGREED that Kathryn Henshaw could have access to the members email addresses to enable her to circulate information to members • Jean Hatton ensures that the membership list is kept up to date • Gill Mallinder and Elaine Huckerby also have access to the membership list <p>Indoor Curling equipment</p> <ul style="list-style-type: none"> • We had been able to purchase this due to a contribution from Councillor Stephen Garner • Currently Yvonne and Mick Kennison store the equipment • There was no Group Leader at the moment, so it would be raised again at the Members Meeting to see if anyone would take on the group • It was AGREED to keep the kit and not sell it. | <p>Kathryn Henshaw</p> <p>Elaine Huckerby</p> |
|-----------|---|---|

| | | |
|-----------|--|--|
| 6/01/2024 | <p>Chairman's Report:</p> <p>Grant for stationery costs</p> <ul style="list-style-type: none"> • Councillor Stephen Garner had kindly donated £350 towards stationery and printing costs • £200 had been given to Yvonne Kennison for paper to be used to print Handbooks etc <p>Card Reader for Payments:</p> <ul style="list-style-type: none"> • Elaine Huckerby has now finished setting up the card reader and transferred £1.00 and the transaction had been successful • Turner Hall did not have WIFI so it will be used for the February Members Meeting at the Stags • For the January Meeting payments will have to be cash or cheque only <p>Anniversary events:</p> <p>25th Anniversary</p> <ul style="list-style-type: none"> • On Sunday 9 June 2024 it will be the 25th Anniversary of the formation of our u3a • Previous celebrations had included a Ball and Afternoon Tea • Sue Ford suggested holding an event after a Members Meeting when most members were present <p>Third Age Trust</p> <ul style="list-style-type: none"> • The Third Age Trust propose holding recruitment events during week commencing 17 September • Our previous event held in the Four Seasons had been poorly attended and did not result in any new members • It was suggested that at the October Members Meeting, everyone should 'Bring a Friend' and cake be provided • Group Leaders to be asked to either have a stall or provide a presentation to publicise their group at their forthcoming Group Leaders Meeting <p>November Members Meeting</p> <ul style="list-style-type: none"> • The Social Group are going to use the November Members Meeting as they did the previous year with a 45-minute speaker, stalls selling items and refreshments • Elaine Huckerby had received a complaint following the November Meeting when a member had sold items and then used the money from it to purchase items for a food bank • The member had put a picture on Facebook of the food they had brought with the money raised • The complainant thought that as a charity we could not support other charities • Elaine had been on the TAT website and from their Frequently Asked Questions had found this statement: "A one-off donation to a charity at the request of an external speaker, does not contravene any rules on payment to other charities, because it is in lieu of a fee." | <p>Social Committee</p> <p>Stella Hall</p> |
|-----------|--|--|

| | | |
|--|--|--|
| | <p>It is also acceptable to arrange a small fundraising event in support of a local charity, providing it is clearly stated that all monies raised will be going to that charity. The money raised must not, under any circumstances, be passed through a main u3a bank account. Ideally, the money collected should be handed directly to the charity or, if this is impractical, one of the officers on the Committee should bank the cash and send a cheque to the charity, requesting a receipt”</p> <ul style="list-style-type: none"> • Irena Dubowski confirmed that she had told members at the meeting that the proceeds from the stall were going to the Food Bank. It was agreed that it might have been better if the member had put a sign on their stall this effect. • Stella Hall updated on a lady who had joined the Crafty Chat group in October and wanted to sell some of her dolls at the November event and offered 10% of her sales to Crafty Chat if she would be part of their stall. Stella had declined the offer • Marilyn Jones had sold some of her items to replenish her stock but also gave two bracelets as future raffle prizes • Another member also donated a bottle of wine as a raffle prize • Sheila Pegg and Irena Dubowski both felt the complaint against the member was harsh, when all they did was to try and support a food bank • However, the Social Group have learnt from the last November Meeting and will incorporate into their plans for this November | |
|--|--|--|

| | | |
|-----------|---|-------------|
| 7/01/2024 | <p>Membership Secretary’s Report</p> <p>Membership</p> <ul style="list-style-type: none"> • Jean Hatton explained that things had slowed down over Christmas, but we had three new members and sadly one member had passed away • We now have 251 members, with 6 Affiliated Members from Ashfield, who could have joined under the Reciprocal Agreement if they only wished to join groups and not receive our Newsletter etc <p>Third Age Matters Magazine</p> <ul style="list-style-type: none"> • Jean had received an email from the Third Age Trust to say that the organisation who handled the data for circulating Third Age Matters magazine had gone into liquidation • Members would receive their next edition of the magazine but it was unclear what would happen in the future • Currently only the Committee and a few members who had requested it received the magazine • Due to the uncertainty the Committee AGREED not to have any future magazines | Jean Hatton |
|-----------|---|-------------|

| | | |
|-----------|--|--|
| 8/01/2024 | <p>Speaker Finder's Report</p> <p>Philip Tucker went through the list of Speakers for the forthcoming year, many of who had been previously.</p> <p>The Committee thanked Philip for getting us some excellent and varied speakers.</p> | |
| 9/01/2024 | <p>Group Convenors Report:</p> <p>Risk Assessments</p> <ul style="list-style-type: none"> Stella Hall would have all the Risk Assessments completed by the end of January <p>Meeting venues</p> <ul style="list-style-type: none"> Stella and Kathryn Henshaw were working on putting together a list of venue details <p>NNNG Group Co-ordinators Event</p> <ul style="list-style-type: none"> This was taking place on Wednesday 31 January at Sherwood Welfare Any member could attend, particularly if they wished to take on Stella's role in the future Stella will feedback to Group Leaders at their meeting <p>Cinema Group</p> <ul style="list-style-type: none"> Sheila Pegg said she had emailed her Solo Dining Group to see if anyone wanted to go to the Cinema to see the film One Life Six of them went to see the film (Sheila was unable to attend at the last minute, but did go to see that everyone had met up) Sheila wondered about asking if anyone wanted to take on the Group Leader role Stella will ask at the Members Meeting <p>To be discussed at the February Meeting:</p> <ul style="list-style-type: none"> Group Finance records/procedure for new groups setting up/ venue details list progress report Proposed Membership of Interest Groups Online | <p>Elaine Huckerby Stella Hall</p> <p>Stella Hall</p> <p>Kathryn Henshaw</p> |

| | | |
|------------|--|-----------------|
| 10/01/2024 | <p>Social Group Report</p> <p>Christmas lunch</p> <ul style="list-style-type: none"> • Irena Dubowski said she had noticed that our members enjoyed events where meals were included • Irena thanked Marie Barrow for organising the event, which had been very successful • Irena also thanked Bill Harrison for providing photographs and a write up for the Newsletter • Marie had booked the Hostess again for Tuesday 10 December 2024 for 120 people and the cost would be £20.00 to be paid at the time of booking • Last year Irena had spent a lot of time ringing around to see if people were attending <p>Burns Night on Wednesday 24 January</p> <ul style="list-style-type: none"> • Irena will be taking photos and providing a write up for the Newsletter <p>Network event at John Fretwell Centre</p> <ul style="list-style-type: none"> • Due to u3as dropping out of this event, it had been decided to cancel it • There are discussions around a picnic in June <p>Games Night</p> <ul style="list-style-type: none"> • Trying to book another Games Night with fish and chips at the Bowling Club but their new fixture list is not out yet, so we are unable to book | SH |
| 11/01/2024 | <p>Publicity/Facebook Report</p> <p>It was AGREED that the new open Facebook page would be called Mansfield u3a.</p> <p>Marilyn Jones, who was setting up the page, to be informed.</p> <p>Irena Dubowski had been speaking to a member of Worksop u3a who said their open Facebook page had received over 10,000 hits and resulted in over 100 new members, so it was a useful way to recruit new members.</p> | Elaine Huckerby |
| 12/01/2024 | <p>Website/Newsletter/Printing</p> <p>Nothing further to report.</p> | |

| | | |
|------------|---|--|
| 13/01/2024 | <p>North Notts Neighbourhood Group</p> <ul style="list-style-type: none"> • The notes from the meeting held on 30 November 2023 had been circulated for information <p>Nottinghamshire Network of u3a's</p> <ul style="list-style-type: none"> • The next meeting is taking place on Wednesday 24 January 2024 and Liz Thackray will be attending via Zoom. • Carole Harrison will be attending and will provide feedback. | |
| 14/01/2024 | <p>Any Other Business:</p> <p>There were no other items for discussion.</p> | |
| 15/01/2024 | <p>Date and Time of next Meeting:</p> <p>Friday 16 February 2024 commencing at 10:00am at Mansfield Bowling Club, Chesterfield Road South, Mansfield, Notts. NG19 7AP</p> | |