

Eastwood & District U3A Executive Committee Meeting

11th March 2019

Sun Inn

Present

John Hill	JH	Linda Rothwell	LR	Robert Ford	RF	Derrick Hart	DH
Christine Hart	CH	Christine Millington	CM	Barry Doran	BD		
Peter Hayden (Visitor)	PH						
	Subject	Discussion Points	Action			By whom	Time
1	Apologies	Ian Webster IW, Chris Niven CN, Andrea Sadler AS, Caroline Winfield CW.					
2	Minutes of last meeting	Held 11th February 2019	Approved			All present	
3	Matters arising	3a first aid cards	Waiting for invoice from BS			RF	
		3b bank discrepancy	Under review (also see 5b)			RF	
		3c DataProtection Policy; Safeguarding policy:	Approved. Data Protection policy on website.			LR	
		3d Enactment	Group leaders have been informed to check membership cards from April.			DH, CH	
		3e Showcase	Emailed group leaders re their			DH, CH.	

Signed:

			thoughts about a Showcase this year and as yet no replies. Suggested to be put into newsletter to see if members would like event. New members to be informed of groups as new members meeting. Whether we have a Showcase this year is still under review.	JH	
		3f Publicity	More posters waiting to be delivered	CW, JH	
		3g Pat testing	Period of notice required by RQ before expiry date of items requiring testing	All present	
		3h Equipment list	Looks in order but Committee to inform RF if they know of location of any other not on list.	All present	
		3i County Enterprise Foods	Not going with. Letter sent informing them.	LR	
4	Chairperson's report	4a Grant from Broxtowe	Gratefully received	All present	
5	Treasurer's report	5a Balance	Large balance reflects monies coming in from renewals	RF	
		5b Social account B	Discrepancy to be sorted. Post Office cheque to be checked.	RF	
		5c Subs	To stay at £20 for 2020/21	RF	
6	Membership Secretary's report	6a Attendance	Bumper attendance of 218 reflecting members wanting to renew. Made up of 205 members and 13 visitors. Now have 355 members.	JH	
		6b Renewals	A further 127 renewed this month leaving 104 left to renew. All groups to remind their members	JH SH, CH	

Signed:

			to renew. Contact members in May if not renewed.	JH.	
7	Group Co-ordinator's report	7a Curling	Visit to Hucknall U3A to access equipment and facilities needed.	DH	
		7b Patch Working	To start in September as group contact away until then		
		7c Tai Chai	Still looking for teacher. Will contact member who initially wanted this group.	DH	
8	Policies and Procedures	Funding	Funding needs to be reassessed as set at £500. £50 per group. New groups would need more initially. Possibly borrow money then pay back with group income from fees. Suggested JO and MN as P&P committee manage	C/F	
9	Hiring Tutors	Insurance	Will need their own insurance (Guidelines on TAT). Suggested if they already hold classes at a venue the insurance etc would come with the package	DH C/F	
10	AGM	Vacancies on committee	Vice Chairman (JH outgoing) Publicity and Newsletter? (CW outgoing) Committee member (CH outgoing) but Speaker Finder (VB) incoming. Vacancies to be put on website and newsletter.	LR	

		Nomination forms	To be displayed at April monthly meeting. Closing date May 8 th	LR changed dated to close of meeting 1 st May.	
11	Beacon	Course feedback	Is a Membership management system for U3As. Cost 50p per member going up to £1 in April – we have money to pay for it but: Not good for Treasurers at moment needs updating. Very good for membership as everything is done automatically. Members can renew themselves on line and put their names down in a group list. If group is full would automatically split and form new group. Complies with all legal requirements.	LR CH C/F to see what IW has to say	
11	Peer support groups	Visiting groups by Group Co-ordinators	This will be done randomly; groups must welcome their co-ordinators as they are there to offer their support and advice. To be made reference to. at next monthly meeting	JH DH	
12	Introducing Indonesian culture			C/F	

Signed:

13	Ageing well conference			C/F	
14	Cost of U3A direct mailing			C/F	
15	Offer from Home Start			C/F	
16	AOB	16a Mobility Hazard Perception		C/f	
		16b Renewals team	Check Cheques have right date	RF	
		16c Life memberships	A one off fee of £60 suggested	JH c/f	
		16d National Trust trip to Wrexham needing approval	Approved by all present		
		16e May's committee meeting date	LR Suggested to be held on Fri 3/5/19 or Monday 13/5/19	Members present voted for 3/5/19. C/F.	

Meeting Closed at 12.05

Next Meeting:08/04/19

Signed: