

Wetherby and District U3A

Minutes of a Committee Meeting held on 4 September 2018

Present: Brian Taylor (Chair), Sue Jakeman, Pat Harrigan, Delia Wells, Alan Pengilley.

1. **Apologies:** Christine Naylor, Sue Addinall, John Pentith, Clive Springle and Lesley Newnham
2. **Welcome:** The Chairman welcomed the Members to the Meeting.
3. **Minutes:** The Minutes of the last Meeting held on 17 July 2018 were approved.
4. **Matters Arising:**
 - **Tap Dancing** – This group will now operate outside the U3A. It is matter of regret, but unfortunately payment of tutors, as is the case with the tap dancing group, is not allowed within U3A national guidelines.
 - **Tennis** – This group operates within national U3A guidelines as the tennis coach is paid and employed by the local Tennis Club, not U3A. The club also provides equipment and the use of the courts.
 - **Wetherby Housing** – The Chair proposed that Wetherby and District U3A should endorse and support the Better Wetherby Partnership. This had recently been formed to bring together local organisations and individuals to address housing issues in response to the many planning applications affecting the town. The aim of the Partnership is to ensure that future house building is done in a considerate and carefully managed way so that the character of the town and environment is protected for future generations. Whilst the Committee was sympathetic, concern was expressed that it may not be in accord with our Constitutional Objectives. It was agreed that the Chair would write to the U3A national office to seek clarification.
5. **Membership Update:** It was reported that current membership is now 1231.
6. **Reports from subgroups:**
 - (a) **Finance and Admin:** In Clive Springle's absence Pat Harrigan presented the Financial Report. Total Funds at 27 August were £20,042.37. The handover to the new Treasurer was completed on 24 July 2018. Payment of £500 as deposit for the 2020 Edinburgh festival group trip, had been approved at a quorate meeting held subsequent to the last U3A Meeting to ensure that a secure booking was made. The cheque has yet to be presented for payment - Lesley Titchmarsh will retain the cheque until she receives a copy of the Terms and Conditions in respect of the Booking.
 - (b) **Groups: New Groups** – Mindfulness, Spanish for Complete Beginners 2 and Exploring World Religions 2 are now up and running or due to have their first meeting this month. **Closed Groups** – Tap Dancing and Play Reading 1 have now closed. **Groups in the pipeline** – Book Group 3, Musical Theatre, Wine Appreciation 2 and Historic Houses are in the process of being formed. **Calligraphy** – There will be no course this autumn.
 - (c) **Events:** Barry Atkinson, who has taken over organising the annual group trips from Lesley Titchmarsh, has expressed an interest in joining the Committee. It was agreed that he be invited to do so. Although Helen Bye has agreed to take over the running of the 'Thank you' lunch, no one has yet been identified to organise the 2019 Anniversary Lunch. John Pentith is following up with Lesley Titchmarsh to see if she knows of a suitable person to take on this role.

(d) Meetings: Just over 140 attended the August Open Meeting. The Group Open Meeting on 19 December at the Methodist Church will include a Christmas Quiz, accompanying music, followed by refreshments. This event is in place of the 'Showcase' which has been held at the Engine Shed in recent years.

(e) Communications: The Communications sub-group have met on two occasions. A main focus of discussions has been on ways to improve and manage the current website. The content is to be streamlined with the deletion of old or duplicated material. We have the possibility of a new webmaster in Tim Mallett. Tim has the necessary expertise to eventually take over from Roger Hocking who has done a superb job for many years on the website. **It was agreed that the latest version of Dream Maker Software (£450 to £500) should be purchased to make the updating and management of the website more efficient. Payment for the costs of any required training in the new software was also agreed.** Thanks were expressed to Roger Hocking for the hard work he has put in on maintaining the website over the past 8 years. The next meeting of the Communications sub-group is to take place on 6th September.

Any Other Business:

Data Protection Policy and Privacy Policy: **These were approved.** Pat Harrigan reminded the Committee that the Committee Members' Handbook and the Group Leaders' Handbook together with the Job Descriptions will require updating. Copies of the various policies – Data Protection, Privacy, Safeguarding and Equality, Diversity and Inclusion – will be made available on the website. The Chair will inform the Group Leaders about the various new policies at the annual meeting of Group Leaders scheduled for 19th October.

Regional Development Meeting: To be held on 20 September in Doncaster. Delia Wells and Lesley Newnham to consider attending as the theme of the meeting is on 'Supporting Groups'.

Healthy Feet: A request has been received from Leeds University asking for volunteers to aid a 'healthy feet' study. **Alan Pengilly to seek further information with a view to making details available at the next Open Meeting.**

Date of Next Meeting: 16 October 2018 at 10am - Committee Room One Stop Centre.

The Meeting closed at 11.00 am.