

MINUTES OF THE BEESTON U3A COMMITTEE MEETING HELD ON MONDAY
9TH JULY 2018 AT BEESTON METHODIST CHURCH STARTING AT 1.30PM

1 Apologies: J. Patterson.

Present: S. Blackley, S. Austin, K. Shipway, B. Cooper, A. Pinnock, L. Beardsley, J. Muxlow, C. Chater, R. Eddleston, M. Brookbanks, M. Gale, C. Billau and E. LeMBrock.

2 Minutes of the June Meeting: read and signed.

- Correction – Chairs report – should read associate member not cluster member.

3 Matters Arising:

- New stands have been bought by Celia.
- Generic emails set up for Group Co-ordinator and Membership.
- Members from a cluster U3A, who wish to lead a group at Beeston must join our U3A. This decision to be added to our Policy document. **RE**

4 Reports:

Chair:

- Email to be sent to all group leaders reminding them of the Group Fair in October. **CB**

Treasurer:

- The Treasurer's report on the financial activity in June was received and noted.

Membership Secretary:

- Lapsed members removed and we have 758 members.

Business Secretary:

- Postal vote elections to the Board of Directors [NEC] to be carried out before national AGM – Richard to email the committee with the East Midlands Ordinary Directors information. **RE**
- Treasurer position to be voted on by Malcolm and Jo. **MB**
- Privacy Policy and Data Protection Policy to be added to our policy list and emailed to our committee members. **RE**
- Impact Report 'Learning not lonely' was given to Sue to read. **RE**
- Safeguarding sample policy to be downloaded by Anne. **AP**
- The term 'capitation' not to be used and is to be replaced by 'membership subscriptions'. **SA/MG/CB**

- Red Cross offer of sessions with our members – membership to be emailed to see who is interested. **CB**

Group Co-Ordinator:

- Stroller Group helpers – Anne thanked Chris for her suggestion of able-bodied helpers for this group.
- Chris brought us up to date with the progress or otherwise of new groups.

Publicity:

- Kathy and Steve have met and Kathy has taken over some of the jobs required to keep our website up to date.
- Steve to contact the publishers of Local News re advertising our group. **SA**
- Steve to contact our MP to see if we can advertise our open meetings and group fair on her email list. **SA**
- Heritage Day to be held on 8th September at Barton's and Steve has booked a table. Sue and Elizabeth to supply lunch cover.

SA/SB/ELeMB

Speaker Seeker/Outings Organiser:

- Anderton Lift, Lincoln Cruise and Lady Lever outings to run.
- Doddington Hall – payment must be made by September.
- Charles Hanson visit is unable to take place because other groups must have a chance to go.

Communications Officer:

- The cost of a group having a generic email would be over £3 a month. However group leaders can set up a separate email account for their group themselves – as an example – recordergroupu3abeeston@gmail.com or whichever provider you wish to use and it would be free.

Events Co-Ordinator:

- Janis will organise a fine wine evening for later in the year and will sell the tickets from October at the open meetings or by post.
- The 3 wine tasting groups will not have a priority – it will be first come first served.
- Attendees must be Beeston U3A members unless there are tickets left at the end.
- Tickets must be paid for on reservation either at the open meeting or by post.

5 Notts Network:

- Nothing to report.

Succession Planning:

- Advertise the Minute Secretary position in the newsletter. **CB**

Data Protection:

- Beeston U3A Legitimate Interest Assessment – Next of Kin – this paper to be printed in the newsletter and on the website **CB/SA**

New Members Coffee Morning:

- 4 members can attend.

6 Christmas Open Meeting:

- The following has been suggested: Play Readers – Singing for Fun – cakes and hand bells – Sue to contact Mike Allery. **SB**

7 Accidents in Groups:

- How are accidents reported? They must be reported to the venue where the groups are meeting.
- Anne to look into this and report back on procedures for outdoor groups. **AP**
- When formulated the procedures to be added to the policy list that Richard holds. **RE**

8 Training For Delivery:

- In Hand

9 AOB:

- Nothing.

10: Confirmed Future Meetings:

- August Monday 6th @ 1.30pm
- September Monday 10th @ 1.30
- October – change of date – October Wednesday 17th @ 1.30
- Suggested date for November - Monday 5th @ 1.30pm – agreed and booked.

Signed..... Date