

Minutes of Glossop U3A Committee Meeting 10th May 2018

1) Present

Barbara Connah, Glyn Connah, Carol Littlewood, Clive Littlewood, Sharon Hamshere, Maureen Brierley, Brigitte Manchec, Joyce Bunting, Hazel Oldham, Hilary Clayton.

2) Apologies

Barbara Craven and Chris Blackett

3) Minutes of the Last Meeting

Proposed and agreed by CL and Cl.L

4) Matters Arising (from 15th March 2018)

Cottonopolis and joining the Greater Manchester Network

The annual fee is £20- SH is to distribute information by E mail. A unanimous vote to join the network

5) Correspondence

U3A National Office Updates and The 3rd Age Trust Strategic Questionnaire had been received. Information from the Charity Commission about Safeguarding in Charities had been sent – the committee are awaiting further guidance from the 3rd Age Trust.

6) Treasurers Report

1. The Annual National Subscription for 2018-19, for 361 members, has been paid - £1,263.50. Also the direct mail postage for the magazine has been paid - £49.06. Receipts for both have been received.

2. Ken Charlton has examined the half yearly accounts and all is in order. He was unsure if he could do the examination in September so Mr. Donaldson (a member) has agreed to be the examiner for the annual account scrutiny.

3. The Budget Forecast and Summary of accounts are available for your perusal. They are actual to the end of March with April figures being an estimate based on my figures and the April bank statement.

4. I have not yet spoken to Graham Sharratt regarding any changes that may or may not have to be made to the format of the final receipt and payment accounts for next year – to comply with the Charity Commission and our new objectives statement.

5. I am very saddened to report that Norma, our bookkeeper passed away on Tuesday May 8th. I am sure the committee would want to send their sympathy and condolences to Don, her husband and all her family.

When appropriate, I will get the bookkeeping information and program and paperwork from her husband. He will let me know.

The Treasurers Report was read out and the Budget Forecast and Summary were accepted by the Committee.

7) Committee Secretary's Report

Dealt with in Correspondence

8) Membership Secretary's Report

Currently we have 369 members of Glossop U3A

Data Protection – magazine subscription information has been sent through a secure portal with a password, the spreadsheet being uploaded to the portal

9) Group Activities Co ordinators Report

Few new members joining at a steady rate.

Reports of difficulties of temporary members finding out groups are full.

Confirmation given that taster sessions can be attended when groups are full, then would be added to a waiting list.

Play reading now full – Question asked at the next coffee morning if anyone is interested in starting another group.

C.L to place F against any group that is full on the group list for new members.

H.O to co-ordinate new members at the coffee morning 7th June in the absence of CL and Cl.L

10) A.O.B

a) The 3rd Age Strategic Questionnaire was completed by the Committee.

b) The MPLC film licence – we are covered free of charge by 3rd Age Trust.

c) Filmbank Media Licence to be applied for, M.B gave out sheet with more information.

d) 2018 U3A Diaries not purchased will to be given to new members.

e) Data Protection and the General Data Protection Regulation was read through

f) It was agreed that the Membership contract and the consent would be on the same form and signed by all members. Cl.L to produce draft form and present at the next meeting.

This form to be kept for the duration of membership, then shredded.

SH offered to help with renewal of membership and data consent forms in Sept. 2018

g) G.C To draw up a Data Protection Policy for Glossop U3A. This to be circulated by E mail.

h) Constitution Object Clause to be circulated and agreed in Sept. 2018.

i) Letter informing members of AGM in September and nominations for the committee, to be produced by HC.

Meeting closed at 1pm.

Next committee meeting to be held on 28th June at 11.30am

Hilary Clayton