

Résumé U3A Minutes February 2019

Secretary's Report: The Secretary's Report was noted.

Chair's Report: The Chair's report was noted.

Group Co-ordinator's Report: DB reported that the Retro Stretch and Tone would now start in September. Alison Tyas had indicated that she would not be running the German Group from September, the GC to look for replacement. Gillian Walton has cancelled her Exercise and Circle Dancing groups at present due to family illness.

It was noted Equality and Diversity and Risk Assessment were discussed at WestNet meeting. Bradford in particular were enquiring as they are formulating their Risk Assessment approach.

Membership Secretary's Report: CC reported on behalf of KW:

386 members
3 new members
89% have email addresses

AW reported on behalf of KW that he has sent out 69 invitation to new members of which he has received five acceptances and seven declines. The Meeting is to be held on Friday afternoon, 8 March 2019, 2.00 pm – 4.30 pm at the FMH. JA, AW, JB, JP, CT and CC would attend. AW to put poster on notice board. JA to give introduction. Offers of food (including gluten-free) were made.

Webmaster's Report: RH had sent his apologies. It was suggested that he be asked to provide two or three dates and one topic suggested creating generic email addresses for committee members. It was also questioned about a timetable on the update (with ref to the Beacon System).

JH's Report on U3A Training Day in Leeds: JH's report was accepted, and JA asked the three attendees to devise an induction training for new committee members ready for September/October.

WestNet/Settle Treasure Trail Sub-Committee Report: DB's Report was accepted. She said that Settle District U3A would not be responsible for any financial outlay as WestNet would cover this. £6.50 had been suggested as a reasonable amount per entrant. She also said that U3A volunteers would be welcome for the evening.

WestNet: JA mentioned that the numbers for the Quiz were very low and asked for members to encourage more participants. Craven U3A Equality and Diversity Policy was mentioned and also their Open-Door arrangements. AW to contact for downloads.

Newsletter: The Newsletter was finalised. CT said she would be stepping down at the AGM in September and JA asked for suggestions for a replacement.

Publicity: JB gave up-to-date report. She said that the Surgery and Health Centre had both said TAM magazine could be placed as long as there was a social/health benefit. The new draft poster was shown, and further amendments would be made, including generic email address of contacts. JB had also arranged to put article in the Malham and Gargrave Parish Magazines and Craven Herald. JA to contact Social Prescriber at Townhead Surgery towards a link with U3A.

Feedback from monthly meeting – Thursday, 10 January 2019 – Bhutan: It was agreed that the talk had been interesting with excellent photography.

Arrangements for monthly meeting – Thursday, 14 February 2019 - JP asked that committee members arrive by 9.45 am as front of house needed cashier and someone to welcome, apart from the other tasks undertaken.

Succession: JA said again that succession was now an urgent matter. Replacements were in hand for Secretary, Treasurer, Group Co-ordinator, Membership Secretary and Publicity. It was essential to find Chair and Vice-Chair. Members were asked to enquire at group meetings etc to canvass and promote. JA suggested interested members could attend a meeting to see procedures. It was also suggested to put a request on the website.

Résumé U3A Minutes January 2019

Chair's Report: The Chair's report was noted.

Group Co-ordinator's Report: DB reported that the Retro Stretch and Tone, would now start on Friday, 01 February

Membership Secretary's Report: AW reported on behalf of KW:

- 381 members
- 66 new members since beginning of April 2018
- 55 new members since beginning of July 2018

KW will send out invitations to 66 new members for the New Members Meeting, to be held on Friday afternoon, 8 March 2019, 2.00 pm – 4.30 pm at the FMH.

YAHR: Summer school, August next year at Easingwold.

WestNet: Next meeting 07 February 2019, 10.30 at Ilkley. Quiz Night, Friday, 29 March 2019 at Gargrave. Treasure Trail sub-committee (DB, JA, CT, KM and GC) to meet on Monday 28th January at 2pm at DB's home.

Publicity: JB reported on the various ideas that were proposed to increase membership. She had produced an excellent draft Settle District U3A poster. AW to help with layout.

Feedback from Christmas Social – Thursday, 14 December 2018: It was unanimously agreed that the Social was, yet again, excellent. It was suggested that as the timings were so critical it could start earlier or have one group less.

Webmaster: RH spoke of the history of the website and how it had evolved. He handed out notes. He also discussed generic email addresses for officers and some committee members and would report back to committee.

Succession: was discussed. Members were asked to enquire at group meetings etc to canvass and promote. Jackie said that without a Chair there would be no Settle District U3A. It was also suggested to put a request on the website.

Group Leaders Lunch: It was agreed to hold the Group Leaders Lunch on Monday, 15 April 2019 at DB's home from noon until 2 pm (members to arrive earlier to set up). Richard may arrange small seminar on the website for group leaders.

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Secretary's Report: AW reported that a letter received by KW from Catherine Mackenzie writing on behalf of everyone involved in the Community Refugee Sponsorship Scheme to thank the U3A committee and U3A members. The YAHR November 2018 Bulletin now available on our website.

Chair's Report: As per attachment. The Chair's report was noted.

Group Co-ordinator's Report: In the absence of DB, JH reported on new courses starting in January 2019.

- i) Retro Stretch and Tone, from 04 January 2019 first, third and fifth Friday;
- ii) Spanish Intermediate Conversation, from 08 January 2019 second and fourth Tuesday.

Membership Secretary's Report: KW reported:

380 members (more than last year)
55 new members

YAHR: Report received from JA reported on Sharing Good Ideas Workshop – 22 November and Trustees Workshop to be held 10th January 2019 in Leeds next year. Summer school, August next year at Easingwold;

WestNet: Next meeting 07 February 2019, 10.30 at Ilkley. Quiz Night, 29 March 2019 at Gargrave.

Sub-Committee to organise WestNet/Settle Treasure Trail – 19 June 2019: A sub-committee had formed – DB, JA, CT, KM and GP – to organise the Treasure Trail. First meeting to be in January.

Newsletter: The Newsletter was finalised. Photos of committee members (by Chris Chandler) to be taken prior to Christmas Social to put on VH monthly meeting notice board.

Publicity: JB reported that Settle Rotary would be happy to place a U3A article in their Newsletter. Various ideas were proposed to increase membership: a small advert on our notice in the surgery, take copies of TAM to surgery and library, new posters with key items on, a "buddy system" for new members at monthly meetings, contact clerks of parish councils, Social Club, Churches (weekly pew notice boards), put article in Aspire, deliver small info packs in rural villages, put in our Newsletter and to ask members. JB to contact the surgery and library. JB suggested to think of a strap line for the next committee meeting.

Feedback from monthly meeting Thursday, v08 November 2018

Positive feedback despite issues with VH sound system.

Replacement Webmaster: Discussion took place. JA/KW to contact the interested party, also David Holdsworth and Frank Woodhams

Succession: To discuss at next committee meeting.

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Secretary's report: AW reported that the replacement filing cabinet was now in situ and there were two keys, one for AW and one for KW.

The **Chair's report** was noted.

The **Treasurer** reported that the Annual Return for the financial period ended 30 June 2018 had been submitted to the Charity Commission together with amendments to trustees; A Formal Policy should be considered, and it was agreed that a cash balance of no less than 50% of normal annual expenditure to deal with unexpected contingencies be maintained.

Group Co-ordinator's Report: DB said that The Castleberg Room had been tidied up. The dry-stone walling course was well received. A new group, Retro Stretch and Tone, would be starting in January, twice a month for an hour. It was noted that more groups were using the FMH in preference to VH. It was agreed to leave donation of two chairs to VH at present. DB had updated the Filing Cabinet key holders list. There had been a conflict with the Tuesday Walking Group and the Bird Watching Group where no one met for the walk. SS suggested that an annual LaOB trip be arranged, sharing with other groups, ie Art Appreciation. This was agreed with some Committee Members offering to help. AW said the Wine Appreciation Group had started and was very well received.

Membership Secretary's Report: KW reported: 366 members (more than last year), 51 new members, 68 lapsed members and 2 Hon members. KW wrote to 65 lapsed members and 15 renewed. KW to book FMH for New Members Meeting, Friday afternoon, 8 March 2019.

YAHR: JA reported on Sharing Good Ideas Workshop - 22 November and Trustees Workshop to be held in Leeds next year. Summer school, August next year at Easingwold;

WestNet: Next meeting 07 February 2019, 10.30 at Ilkley; Quiz Night, 29 March 2019 at Gargrave.

Sub-Committee to organise WestNet/Settle Treasure Trail - 19 June 2019: a sub-committee was formed - DB, JA, CT, KM and GC - to organise the Treasure Trail. Newsletter: Agreed to display appeal for Arabic speakers and ESOL teachers - a new project in Settle appealing for voluntary help to welcome a refugee family from Syria to our town. Photos of committee members (by Chris Chandler) to be taken at next committee meeting to put on VH monthly meeting notice board.

Publicity: JB has taken over the role of Publicity Officer. She has met with Jean Hall and spoken to Wendy Carr. BP suggested using promotional material for "drop offs" around small villages which was considered a good idea.

Feedback from monthly meeting - Thursday, 11 October 2018. Positive feedback - 8.5. Arrangements for Christmas Social: doors open at 10 am. Tea and coffee available. Commence 10.15 until noon with break for mulled wine, fruit juice and mince pies. Curtain raiser - GC. Runner required (from back to front of hall. Each committee member to bring table decoration. AW bring pencils and serviettes. JA mulled wine and glasses. KM/JP to arrange mince pies and GF mince pies and shortbread. JB suggested Lay of the Land. Agreed gift tokens for Ann Harding and Mike (caretaker), plus bottle of wine for Mike (JP).

Updated Job Descriptions: AW had sent updated job descriptions to committee members. Succession: JA said it was important to find successors for the posts of Chairperson, Vice-Chairperson and Membership Secretary - all vacant from September 2019. Social Media: It was agreed not to use social media such as Facebook, Twitter etc. Instead CC to pursue the Settle Website.

Dementia Awareness: KM reported that there had been no uptake on Dementia Awareness training sessions. She suggested next time to ask for two months' notice ahead

Résumé U3A minutes October 2018

Group Co-ordinator's Report: DB reported that Spanish Conversation would commence on Wednesday morning. Dry Stone Walling will take place over 2 days, 20/21 October. Bridge is still at the Lion and JP is temporary group leader.

Membership Secretary's Report: KW reported that 344 members, 45 new members, 68 lapsed members. KW to write to lapsed members to enquire why they hadn't re-joined. KW mentioned 89% of members had an email address. DB said one Hon member has indicated he would join.

YAHR: JA reported on Group Coordinators Development Day 20 September. WestNet: Summer school next year at Easingwold; Ceilidh at Ilkley - Friday, 02 November 2018; Quiz next March.

Newsletter: Two pages full but more space for web version. JA suggested photos of committee members (by Chris Chandler) to put on VH monthly meeting notice board, which was agreed.

Publicity: The role of Publicity Officer was discussed. It was agreed that AW email committee members with the latest Job Descriptions. Also, AW to email Jean Hall to ask for Publicity Officer Job Description to be updated.

Feedback from AGM - Thursday, 14 September 2018: It was agreed that the AGM went very well apart from a small glitch with the IT system.

Replacement Webmaster: KW reported that there was an interested person. Frank Woodhams had spoken to him and FW and David Holdsworth were meeting with him.

Dementia Awareness: KM reported on Dementia Awareness training sessions at end of October at the Hub.

Résumé U3A minutes September 2018

Chair's

JA

Filing cabinet not really suitable, to be returned to SS's church. A new one is to be bought. Get Going Together - no one available for the follow up meeting. SS going to North Craven Community Action Group, plus maybe GC. Flowerpot Festival item to be on agenda in April 2019. Treasure Trail to be on the agenda at the next meeting and a sub-committee formed.

Report:
reported:

Group

DB

Groups: 36 at the moment. Wine Appreciation not starting until October. Dry Stone Walling will take place over 2 days in October. Members will have to sign a disclaimer. The Spanish Conversation group is having an initial meeting at the end of September.

Co-ordinator's

Report:
reported:

Membership Secretary's Report: CC reported on membership figures.

YAHR: Group Coordinators Development Day 20 September - JA available to attend. Treasurers Workshop 19 October - JP and GC to attend.

WestNet

- i) Next WestNet meeting, 08 October, Keighley - JA and SS to attend;
- ii) Ceilidh at Ilkley - Friday, 02 November 2018;
- iii) Quiz next March.

Victoria Hall: Monthly meeting dates booked to 2020. Our meeting bumped for 11 July 2019. St Johns now booked but a letter to be sent to the VH complaining about this and requesting the pay for St John's.

Newsletter

Bit sparse but several items were added. Hilary Baker is no longer able to arrange the collection and distribution of these. Alison Tyas is happy to take this on.

Arrangements for AGM - Thursday, 13 September 2018

Coffee from 10 am, renewal of membership, joining, signing up for groups at back of hall. Rolling presentation on screen of activities, as AGM starts this will provide Agenda and accounts, then YAHR presentation from SS after business concludes. Tables at front for committee. AGM starts 11 am followed by YAHR representative. Agenda on website, plus minutes of last meeting. No charge for this event or refreshments. People to be reminded that only members can vote.

Dementia Awareness KB showed a leaflet about the Bentham line, which is labelled Dementia Friendly. There is also a poster at Skipton station. Julie from Age UK delivers training at the Hub

in Settle, or elsewhere. It was proposed that people would be asked via the October newsletter to show their interest in this. A date (November) would be booked for people to attend a one-hour training session during the day.

AOB

- i) Webmaster. An ongoing search as the first person approached did not want to do it. And it was proving difficult to contact another;
- ii) JP to borrow the computer to organise the presentations for the AGM, and also for a talk on 14 November;
- iii) Ian Tennant had asked about publicising the library's Home Service at the U3A meeting. It was decided that leaflets could be put on the noticeboard and Ian could place on seats/tables if he wished.
- iv) The committee's thanks were recorded to retiring members of the committee - KB, JH, and GR.

Résumé U3A minutes August 2018

Secretary's Report: Communications received: National U3A - AGM Elections, draft minutes and proxy vote information.

- Chair's Report:** JA reported on:
- i) Age UK's promotion on Tuesday, 21 August at the Cricket Club. JA, AW, DB, KB and SS offered to help on the day;
 - ii) Grave Stones Research Project initiated by Sally Waterson and Sarah Lister from Family History Group at Holy Ascension Church, Settle. Now linked with York University. Will send information to YAHR and TAM.

Group Co-ordinator's Report: DB reported on New Groups: Dry Stone Walling (awaiting confirmation), Bird Watching and Wine Appreciation. Membership Secretary's Report: KW reported that he had received 52 renewals, 12 joined since April, including two WestNet and one Associate. He said that members had to re-join groups every year. He also mentioned that the size of the Database on the Beacon System was increasing; that security was being improved, with additional overhead costs but that no increased charges had been mentioned. He had had no response to request regarding gifts by PayPal.

YAHR

- i) Treasurers' Workshop planned for Friday, 19th October 2018 in Leeds;
- ii) Development Day, Group Co-ordinators at Doncaster, Thursday, 20 September 2018;

WestNet

- i) Next WestNet meeting, Monday, 08 October at Keighley;
- ii) Ceilidh at Ilkley - Friday, 02 November 2018;

iii) JA suggested Settle hosted the Summer Treasure Hunt next year - Wednesday, 19 June 2019, in the evening at Victoria Hall, Settle. This was agreed.

Victoria

JA, JP, DB and KW had a meeting with Ann Harding and Jane (VH). DB said the Painting Group had not yet found alternative accommodation. She emailed Group Leaders to request they booked at the Victoria Hall. Also, the Main Hall is not available on Wednesdays.

It was also agreed that Settle District U3A could have another locking filing cabinet next to the existing one outside Castleberg Room. Keys only available to committee members.

Settle

U3A

Webmaster

FW happy to fill in in short-term but a new Webmaster needed. Three names were mentioned and JP to follow up.

Newsletter

It was agreed that due to the exceptional circumstances of Paul Cochrane's long-standing involvement with Settle District U3A over many years that a notice be inserted in the Newsletter to announce his death to members. He was on the committee for six years and coordinated the groups for several years; he was leader of the Geology Group for 11 years and was our webmaster for the last few years.

Publicity

It was suggested that the new Groups Information Leaflet be placed in the Library, TIC, Surgery, Health Centre, and information sent to the Craven Herald. AW had printed and distributed the posters for August meeting and the AGM in September. Feedback from last month's meeting (Lowry) - old-fashioned presentation 5 /10 points given.

Arrangements for Open Meeting - Thursday, 11 August 2018

CC, GR, CT to help KW at Friends Meeting House with renewals paperwork
GC to help JP at Friends Meeting House taking cash for renewals
AW to print notice asking members to renew their membership prior to joining groups
Refreshments (no charge) organised
DB Pens, posters and registrations sheets
AW to display Notification of AGM, Call for Nominations and Nominations Forms
Small tables and chairs set out in centre of Hall for refreshments
Large tables set out round the outer Hall for group leaders and registration

Arrangements for AGM - Thursday, 13 September 2018

i) In KW's absence:
CC to set up laptop
Screen needed for Agenda, Accounts and YAHR Presentation
KB reported that there was a launch meeting in May 2018 (LASUG) to raise awareness of dementia on trains amongst staff and passengers. Pilot scheme from Giggleswick to Bentham. In September 2018 the project will be taken south to Department for Transport.
Social Media. CC presented a report to committee on 'How to Use Facebook for Clubs', also use

of Twitter. DB asked if Social Media was used by National U3A. It was agreed to consider the report and discuss further at October committee meeting.

Résumé U3A minutes July 2018

Secretary's Report: AW reported:

Communications received: National U3A -AGM Elections, information pack, Conference Workshops and booking information, supporting information, Draft Minutes from AGM 2017, Updated TAT Privacy Policy, Autumn Events flyer and U3A Impact Report. Age UK have asked if U3A could be involved in a promotional day called 'Get Going Together,' which will be held at Settle Cricket Club on Tuesday, 21 August.

Group Co-ordinator's Report: DB reported:

- i) She had received no response for help with LaOB or Lunch Group;
- ii) She had looked at Timetable on website and lots needed changing;
- iii) Bridge meets at Lion on Wednesday morning if it continues;
- iv) Family History also meeting in Castleberg Room one Friday per month'
- v) New Groups: Dry Stone Walling (awaiting confirmation), Bird Watching and Wine Appreciation.

Membership Secretary's Report: KW reported that since April: 11 new members and 31 renewals. He said that when members paid by PayPal they were unable to make a donation. Also, last year there were three hon. Members.

YAHR

- i) Treasurers' Workshop planned for Friday, 19th October 2018 in Leeds;
- ii) Development Day, Group Co-ordinators at Doncaster, Thursday, 20 September 2018;
- iii) Summer School 2019, 05 - 09 August, Easingwold.

WestNet

- i) Ilkley History Trail was good, and JA has offered Settle District U3A to organise a Settle Town Trail next June 2019;
- ii) Next WestNet meeting, Monday, 16 July at Bradford Club at 1.30 pm;
- iii) Ceilidh at Ilkley - Friday, 02 November 2018, U3A.

Victoria Hall: Debate took place over further correspondence between JA and Ann Harding regarding use and costings of VH.

Settle U3A Webmaster: KW updated committee on Paul C's health. Frank Woodhams happy to fill in in short-term but a new Webmaster needed long-term, following PCs resignation due to ill health. Request to members to be made in July Newsletter.

Publicity: AW to print notices for Open Meeting in August and distribute at Thursday's monthly meeting, 12 July.

AOB

- i) AW showed Notices and Nomination Papers for AGM and will shortly distribute;
- ii) JA said she had three names for prospective new committee members;
- iii) JP suggested a name for a Webmaster;
- iv) KM still looking for research projects;
- v) JA mentioned Family History Group were involved in a local initiative with Holy Trinity Church;
- vi) Dementia awareness - KM to make enquiries at Settle Hub;
- vii) KB said the Giggleswick/Morecambe trains were now dementia friendly. KB to find out more information;
- iv) SS said she had had difficulty filling the coach for AA trip and suggested combining group trips to ensure no financial loss was made. It was agreed to pay the loss for the AA trip.

Résumé U3A minutes - June 2018

Suggestion that Settle volunteer to host a WestNet History Trail next summer 2019 - agreed. JA to let WestNet know. DB said all groups would be running next year plus Birdwatching/Nature. Also, Dry-stone Walling (DB had an offer of dry stone walls to be used for this purpose). Membership Secretary's Report: KW reported: 366 members this year including six associates, three honorary and four WestNet. There were 60 new members this year. Application forms and webforms have been redesigned and updated to show £15 for single and £29 joint membership and states 'donations gratefully accepted'. We would use the small donation gift aid scheme. JH said she would be leaving the Committee at the end of this year but would be happy to continue with posters and tea rota. Portable Sound System - DB said the system had been used on the Geology Field Trip and had been very successful. However, it was agreed not to purchase the system at present and revisit at a later stage. Media - Settle Website, Vibrant Settle. CC to talk to committee at next meeting about media. CC to link with Paul C regarding our website. Dementia awareness - JA asked committee to be more aware of dementia within U3A. To find a dementia active/awareness pack

Résumé U3A minutes - May 2018

Chair's Report: AW has sent a letter of thanks to Booths. Membership Secretary's Report: KW will talk about the Members Portal on the webpage at the June Speaker meeting to remind people what to do. 8 people have joined since April = 363.

Application forms and webforms have been redesigned. Joint membership has been set up. If paying by PayPal previously £15 was the amount offered for people to pay. This has now been amended to offer other, larger amounts to allow for donations. It was confirmed £18 to be the amount for new members to pay who join in April, which includes the following year's membership. Our GDPR policy document is now formerly adopted and, on our website, + Privacy Policy. When enrolling people at the August meeting have available a copy of these for people to read.

WestNet: £282 in the bank. Dragon Race event cancelled because it was expensive. Maybe a similar event at Coniston Cold in 2019. Some people were disappointed they couldn't enter the recent Quiz. But it was popular - 80 went. Treasure Trail + chilli supper in Ilkley 20th June 2018 - poster and info on the website. YAHR - York AGM. Ques & Ans on GDPR very good. Also talk on Succession in U3A - planning, deputies, shadowing. Communication an important part of this. Some U3A have newsflashes for members. A Regional Trustee is to be invited to our AGM in September for a short talk. YAHR would like ideas for future workshops and role-based study days. There is to be a Study Day for Treasurers on 19 October. Feedback from the publicity event at Booths was mainly positive. For the next one in June it was suggested that a poster for the July speaker meeting be available plus some info leaflets re the next year if possible. (DB). AW was to be asked to draw up a rota. AOB - Invoice from the Rugby Club £100 to be paid for parking.

Résumé U3A minutes - April 2018

Chair's Report: Jackie reported that: She would write an article, promoting Settle District U3A, to be included in June edition Community News. A Sheffield U3A was involved in some research with Bournemouth University about U3A group trips/tours. There was some discussion as to whether our U3A would be interested in contributing. Kath to enquire further with YAHR/ U3A.Group Co-ordinator's Report: Debi reported that: The Weekender Group were having a trip to Hawes (using the Age Concern Mini bus) and hoped to visit the Lake District in May; Jackie and she had attended a YAHR Creative Writers day course in York. Jean Stevens had offered to run this new group sessions on the fourth Monday of the month; She was about to prepare the annual check of group leaders and courses and update of information;

With regard to Data Protection, she would set up document for group leaders' permission to have their details on the U3A website and Beacon system. The secretary to keep all paper trails. Membership Secretary's Report: Keith reported that: There were 355 members with four people waiting to join imminently; He still had an issue with Beacon emails not being delivered to two members, but they could receive personal emails; Following communications between John P and Coles Solicitors, joint membership was again discussed with regard to Gift Aid. John suggested, and the committee agreed, that we claim Gift Aid on last year's basis. The small donations gift aid scheme could be implemented but the donations via cheques and PayPal may not be acceptable, John P to again seek clarification

from Coles.
John P proposed a flat fee of £15 per head annual subscription (donations welcome) and joint (married/partners living at same address) fee of £29.50. John Parry proposed, Jean Hall seconded, and this motion was carried unanimously.
Change to Settle District U3A Constitution: On advice from Coles Solicitors JP recommended that we leave our constitution as it is and not institute differential charging.
General Data Protection Regulation - Draft Policy: It was agreed that the Policy now met requirements and Keith W proposed that this Policy be accepted. Anne W proposed, Debi B seconded that this Settle District U3A General Data Protection Regulation Policy be accepted, and this motion was carried unanimously;
Mobile Notice Boards and Displays: Anne had collected the new notice boards from Graham. Sue had produced many photographs of group activities which Anne would laminate and set on boards. Keith W to let Anne have annual group meeting leaflets. Anne also reported that more volunteers were needed for Friday, 13 and Saturday, 14 April. Jackie would ask members at monthly meeting.
Victoria Hall: Room Bumping. Debi reported that staff at the Victoria Hall were not giving us enough notice of cancellation of rooms for group meetings. Discussion took place and John proposed that Jackie, Debi and he have a meeting with the Leader of the Trustees (Laurie Tebbett) to have an annual review and also to talk this matter through. Jackie to set up the meeting;
Chairs: Debi said that the Victoria Hall were looking at buying six chairs with arms at approx. £80 each. It was suggested that we either make a donation towards the chairs or buy two;
Loop System: It was reported that the Loop System was not working properly when the screen was down on the stage, despite the Victoria Hall saying that it was. This to be discussed at the proposed review meeting with the Victoria Hall Trustees.
Riviera Cruises: Sue reported that we don't need to register. If a member wants to book a Riviera Cruise and mention Settle District U3A then a donation is made to us. Sue to check further and put a flyer on the notice board.
AOB: It was felt that the trial group parking at the Rugby Club had been successful and Kath was asked to contact the Club for the arrangements to be extended and for Settle U3A to park there on an annual basis at a price of up to £100 per annum.

Résumé U3A minutes - March 2018

It was agreed to vote by proxy to approve the Articles of Association (Special Resolution) for the TAM EGM. In view of a busy schedule in June to defer the visit by Sue Stokes (YHR Trustee) until the new session. With regard to Shared Learning Projects it was felt there was plenty of interesting SLP in the Settle area with research projects available (ie Ingleborough Archaeology, North Craven Heritage Trust and The Folly Museum). Kath reported on downloads on the National U3A website if members were interested.

Following notification from National U3A and in response John reported on communications received from Coles Solicitors and the committee agreed there was no need to amend the objects clause in our Constitution. Coles advice was pro bono so far.

The Victoria Hall Wi-Fi system was now hard-wired and worked very well.

Debi reported that she had set up the Creative Writers Group, the members of which would take it in turns to run the sessions on the fourth Monday of the month.

Keith reported that there were 356 members with 49 new members and that he had an issue with two members who were not receiving Beacon emails but could receive personal emails

Joint membership was discussed with regard to Gift Aid. It was agreed that John again contact Coles to question if there is any way we could alter our systems, so we can reclaim tax under the gift aid scheme where one taxpayer in a household also pays a non-taxpayers subscription. John to ask would it be reasonable for us to have a joint subscription even if we did not give any discount off double the minimum subscription? Or is there another solution to the problem?

General Data Protection Regulation – Draft Policy: Keith W said that the committee had to agree in writing to have their email details on the website. It was agreed that a single page with all names would be adequate. Debi to contact Group Leaders to inform them of the changes necessary. The paper documents would need to be in a secure storage place and John suggested we purchase another four-drawer filing cabinet, especially for this purpose, to be sited alongside the present cabinet.

Keith W to amend the draft Policy Document and to produce new members' form with tick box 'Please be aware of our Data Protection Policy'. It was also mentioned of the need to be aware of copyright issues with regard to music etc. Debi to send an email to Group Leaders to remind them.

Mobile Notice Boards - Graham reported that both Booths and the Co-op had confirmed the dates for the publicity events. Graham to co-ordinate the events. It was agreed that Graham purchase a 3 x 2 panel notice board in blue and grey with 'SETTLE DISTRICT U3A' printed above the centre panel.

The two sound systems that Sue had researched were discussed and it was agreed to ask Sue to find out the cost for hiring the second system for a period, to test.

Group Leaders Lunch – 09 April 2018 - Jackie to write and invite Group Leaders: Committee meeting to start at 10 am; Lunch from noon to 2 pm; Gill, Kath and Anne to make soups; Jean to make bread rolls; Debi to arrange cheese and biscuits.

Kath reported that she had spoken with the secretary of the Rugby Club and they were happy for the U3A to use the parking facilities provided they displayed a U3A sticker inside their car. They had suggested a free trial period. It was agreed that Kath contact the secretary and suggest a two-month trial from next Monday, 12 March until May. Group Leaders to be informed.

