Pocklington & District u3a
Minutes of Committee Meeting

Tuesday 16th June 2026, 10am
Pocklington Rugby Club

Present:
Richard Antcliff (Treasurer), Neil Barrett (Chair), Christina Burn, Simon Eggleston (Vice Chair), Polly Fothergill, Gerry Hutchinson, Moira Laverack (President), Michael May, Pauline Slater, Margaret Stubbs, Rosemary Waugh.
Apologies:, Simon Graham, David Hebden, Rosemarie Kennedy (Secretary).

1.Welcome: NB. After recent resignation of Les Smith from role as Chair NB, in his role as Vice Chair, chaired the meeting as far as point 4,

2. Approval of minutes of previous meeting 19th May 2026 .
Item 3: first point, it was not clear exactly what had been amended, or how the wording should be. RK has the original document and as no changes can be made in her absence it was decided to defer this until next meeting.
Action: item for next agenda.

3. Matters arising:
Item 4. ACCORD meeting report: RA suggested we discuss new email addresses at next meeting.
Action: item for next agenda.

Pock u3a publicity:
PF will make enquiries at Beckside about putting information about our u3a on waiting room screens, and distribution of leaflets. PF will draft wording for screen display.
Leaflets: RW asked if we had leaflets for distribution particularly for Pockdown. NB will ask DH if he has any leaflets, and how many.
Action: items for next agenda.

4. Chair's report:
Election of new officers: RA confirmed that under point 6.3 of current constitution the committee may fill committee vacancies without involving the membership.

Chair: RW proposed NB as Chair, PS seconded, NB accepted, agreed unanimously.

Vice Chair: RW proposed SE, MS seconded, SE accepted, agreed unanimously.

Group Coordinator: NB reported that LS is happy to continue in his role of Group Coordinator, but he does not wish to be part of the committee. All agreed that LS has made a valued contribution to our u3a, and are pleased that he will continue with this important work.

Independent examination of accounts: RA suggested that the treasurer of York u3a could examine the accounts. Agreed.
Action: RA and DH will meet with Alan Murphy and report back next meeting.

5. Vice Chair's report:
Group Leaders' meeting: NB suggested this should be a social rather than a 'meeting'. All agreed. To be held after the summer break. Other suggestions - a pub social? With music? A quiz? Possibly at Rugby Club, with outside caterers?
Action: item for next agenda.

6. Treasurer's report:

Current balances: Current a/c £11,330.13, Membership a/c £100, Paypal a/c £0, Total = £11,430.13. RA has included 2025 figures in current spreadsheet, but do we need this? Agreed we do not. DH has reported that Gift Aid income total is now approx. £4,000.

Beacon: RA suggested we have an option to pay a half year subs of £7.50 if joining after October 1st, only available through Beacon. Also, subs paid after 1st February pays for 14 months membership. CB proposed, NB seconded, Agreed.

7. Membership Secretary's update:
CB reported that currently we have 684 members, this will probably make 700 during the year. So far this year all *new* members have paid by Paypal and gift aided.
CB provided an interesting breakdown of payment methods used recently:
BACS = 289. 9 not on email
Sum Up = 150. 8 not on email
Paypal = 116. 1 not on email
Cash = 15
Cheque = 30
There are currently 31 members not on email.

RA suggested that in February 2027 newsletter we should offer to support people who need help to renew & pay online. Suggested using a u3a laptop at the drop-in.
ML suggested that we might have working party to prepare to ease the transition to cardless membership, and use of Paypal, etc, in readiness for February 2027. (For the record a new card printing machine costs approx. £1,300).)
Action: include in October agenda.

8. Secretary's report: *Nothing to report RK.*

9. Code of conduct:
RA has already emailed committee members the 'Trustee Code of Conduct' suggesting that we adopt this. NB proposed that we agree to read this before next meeting, RW seconded, all agreed. ML suggested that all new members of the committee are introduced to the various trustee documents, by an established member, prior to signing consent.
Action: all to read this document and be prepared to discuss next meeting.

10. Constitution Subgroup Feedback:
ML is the convenor of this sub-group, other members are RA, NB & SE. Next meeting 7th July. SE reminded us that any actual changes to the constitution will need to be approved by membership at next AGM. NB suggested that we might have a separate full committee meeting to consider ways forward, after we have all read the documents.
Action: add to next agenda to discuss how to move forward.

11. Groups:
German improvers request for funding for text books: ML. All agreed.
Action: ML to tell group leader to contact RA about payment method, etc.

Scrapbooking & Papercraft change of group leaders: Sue Simpson has taken over from Bev Austin as group leader.
Action: RA to ask Chris Smith to update website details.

Film Group: GH reported that the group has now released their new season's programme of films.

12. New Memberships role:

This was a one-off role, and now Ralph Voke has left there is no need to continue. CB is happy to continue as Membership Secretary on her own. NB suggested that we reinstate a 'New member welcome desk' at drop-ins. CB and RW are happy to do this. Linda Rook might be encouraged to 'meet & greet' when she can attend drop-ins.

13. Events:
Indoor Games, 3rd October, at Burnby Hall 1.30 – 4pm. MS to supply games. All is booked. More details nearer the time + usual appeal for volunteers to set up and clear away.

Pockdown 2026, 25th July 12 noon. Set up from 10.30am. SE has the banners, and some leaflets. Last year we borrowed games from Driffield u3a but this is not possible this year. NB suggested that maybe the Petanque group could set something up to attract visitors. ML can bring a Jenga, and also suggested skittles.
Action: item for next agenda

Committee Social: PF read DH's notes 'There is wine left over from Christmas drop-in but we will have to pay for a venue and catering'. RA pointed out that any subsidising from u3a funds would be seen as a 'pecuniary benefit' so we need to fund this ourselves. PS suggested a picnic.
Action: item for next agenda

14. AOB: 4 items from RA
1. Revised membership application form: Approved, with amended typos.
2. GDPR 2018 Date retention period: RA proposed that we reduce the Data retention period to 2 years, PS seconded, agreed.
3. Group Leaders' handbook: RA proposed that committee members' personal details be removed from Group Leaders' Handbook. It was thought that this could remain as it is only for limited circulation. However they can be removed from printed Members' Handbook, and that members should be referred to the website where our contact details can be found under 'About'.
Action: RA to arrange for changes to Members' Handbook. RW will also mention this in next newsletter, with a link to the 'Resources' section of the website.

4. Beacon users: RA proposed we adopt Data Protection act of June 2026 and the Privacy Policy June 2026, NB seconded, agreed.
Currently Beacon administrators are Les Smith and Brian Snelson. NB suggested that SG might like to take on the role of administrator. ML suggested we ask Brian Snelson if he still needs to be involved.
Action: NB will talk with SG and, if he agrees, NB will then talk with Brian Snelson.

15. Date of next committee meeting: Tuesday 21st July 2026, 10am, Rugby Club, Burnby Lane.

Meeting ended 11.55am

P.F.18th June 2026