

Pocklington & District u3a
Minutes of Committee Meeting

Tuesday 18th August 2026, 10am
Pocklington Rugby Club

Present:

Richard Antcliff (Treasurer), Neil Barrett (Chair), Christina Burn, Polly Fothergill, Gerry Hutchinson, Rosemarie Kennedy (Secretary), Moira Laverack (President), Michael May, Margaret Stubbs, Rosemary Waugh.

Apologies: Simon Eggleston (Vice Chair), Simon Graham, David Hebden.

1. Welcome: NB explained that Simon is absent because his wife is unwell. We all send best wishes for her recovery.

2. Approval of minutes of previous meeting 21st July 2026:

RA requested that in point 13 'President' is changed to 'Treasurer'. RA proposed, RK seconded, PF will do this and re-circulate the minutes.

3. Matters arising:

Item 8: Secretary report. DH is on holiday and has not yet been able to confirm a swap with the Art group for the May 2027 meeting.

Item 10 Constitution: the proposed constitution has been sent to u3a HQ and receipt acknowledged. RK received a response yesterday, 17th August, and can now proceed by sending the Constitution to the Charities Commission. This will then be proposed at the next AGM for approval by members. After this a signed and dated copy will be sent to u3a HQ for their records.

Item 15: RK sent a card to Pauline on behalf of the Committee, thanking her for her time and commitment to the u3a. She has replied thanking us for our good wishes. Pauline will be moving on 24th August.

Amendments to old constitution: MS is concerned that all amendments to the old constitution should be made clear to the membership. NB suggested that we annotate the old constitution with all the amendments that have been made, and the dates, and explain that the old document will be removed and replaced with the new document + our own changes. NB proposed, MS seconded, agreed.

Concerns about recent negative personal emails and Whats App comments: MS is not happy about recent emails coming from RA. ML also expressed concern about an argument between committee members occupying time on the Whats App group at weekends and evenings. At this point MM stood, and sadly tendered his resignation, then left the meeting. His official resignation is to follow. NB asked that all further discussion on this matter be held until after the business of the meeting has been completed as present members are uncomfortable, and there is still much business on the agenda to cover.

4. Chair's report:

York & Humber Region Local Forum: this is to be held in Driffeld 1st September. RA has volunteered to attend.

Trustee Training Course: to be held back for discussion at a future meeting.

'Hey-up' exercise course app: this is being offered by a private individual and it was agreed that it is not appropriate for our u3a to promote it. No action to be taken.

5. Vice Chair's report:

SE not present.

6. Treasurer's report:

Current balances: Current a/c £10,993.07, Membership a/c £100, Paypal a/c £0, Total = £11,093.07.

RA has circulated full statement of accounts to all committee members.

Update: Thank you to RA for the following statement: 'The annual return has now been made to the Charity Commission, we are up to date.

RK and RA now have access to Bankline and have made the first payment by it. They have added CB, there is one more step for her to have access.

There is some discussion on the u3a Treasurer's Forum about which banks are now charging to pay in cheques, the PO in Pocklington will be charging. RA suggested that we discourage payment for membership by cheques, although with Bankline he can scan a cheque in with his phone.

The new website is paying dividends, since 1 st April, 10 members have renewed their membership and 19 have joined via the website.'

Confirmation of Independent Examination of Accounts: RA to ask for confirmation to be sent.

Charitable Incorporated Organisation (CIO) update: RA has already circulated information on this by email to all committee members. RA pointed out that currently trustees are all individually liable, but that changing to being incorporated would mean changing our charity number, website, and bank details. MS pointed out that only u3as that hold property, or have employees, use CIO, and few do. RA suggested that, because we have many things going on at present, we should revisit this later in the year. Agreed.

Payments for small items: NB proposed that RA be given discretion to pay up to £100 without committee involvement. PF seconded. Note: all payments from u3a bank a/c still have to be approved by 2 signatories, and reported to committee at the appropriate time.

7. Membership Secretary's update:

CB reported that we now have 693 members + 1 life member. 19 new members have joined via the website.

8. Secretary's report:

RK made a request for funds to buy stationery. Approved.

Action: RK to send link to RA who will purchase the goods directly with our u3a debit card.

9. Groups: Les Smith provided the following:

'Quilting and Machine Sewing: Angie Gardner will take over from Sally Woods as Group Leader on 1st September. Angie has been very proactive and the group is moving from the Scout Hut to Pocklington Cricket Club from 3rd September..

She is updating the group's details on the website, and has made it clear that she is on top of health and safety requirements with regard to the use of electrical equipment. She also requests some funding. They no longer have a safe, functioning iron. A replacement would cost £45.50. As Group Coordinator I support this application. Action: RA will purchase this direct with our u3a debit card if a link is sent to him.

Saturday/Sunday: Pauline Slater has now stood down as Group Leader, Rosemarie Kennedy and Susan Knill have taken over as joint Group Leaders.

Group Leaders Survey: A three-times-a-year survey will begin on 1st September. If the committee would like me to seek any information in addition to the usual updates of membership list please let me know.

Group Visits: 18th June: Quilting and Machine sewing.

28th June Sunday lunch for Singles 2 (Annual garden party at the home of Group Leader Chris Key).

11th August: Enjoying Jazz.

13th August: Medieval churches (at St Mary's Lastingham).'

10. Beacon update:

RA reported that he has now shown SG how Beacon works. NB suggested that SG gives a demonstration to committee using laptop and large screen. RA suggested October committee meeting. ML asked if Brian Snelson has been contacted, and suggested that he could take the role of Beacon Mentor in future. Currently Brian is a 'super administrator' and RA suggested that this role be transferred to SG in future. LS and SG both confirmed that they are willing to continue in future.

11. IT infrastructure:

Website: NB reported that Chris Smith resigned her role as Webmaster because of 'personality clashes', but she is still willing to be there in the background if her help is needed. It was acknowledged that her hard work has included not only web management but a whole range of other unseen work from Members' Handbook to producing committee members' lanyards.

Officer email addresses: RA reported that archive emails, files, and folders, are currently being transferred to Office 365.

Use of Beacon: ML asked how Chris Smith could retain her autonomy regarding archiving, etc, and RA replied that he has provided her with log-in details that will enable her to set up access to Beacon. RK commented that she has enabled her own access to Beacon but that it was not an easy process.

Management of the infrastructure NB hopes that we can encourage Chris Smith to return to her valued role as Webmaster with assurances that she will have autonomy, and that she would be 'registered Webmaster'. *Note: RA is not the registered Webmaster.* NB also suggested that RK has passwords to all officer email addresses. RA suggests RK also has access to Office 365.

Action: NB will talk with Chris Smith about the above.

12. Pocklington & District u3a publicity:

Info screen at Beckside: PF handed a synopsis of what we do, plus a draft of possible copy we might wish to display, to Marcia Glover on 6th July. 11th August PF phoned Beckside to ask about progress. A message was passed to MG, and this was followed up with a letter handed in to the desk at Beckside. No response yet. *Action: PF will continue to follow this up.*

Leaflets update: We now have 250 newly printed leaflets. *Action: various members agreed to distribute leaflets as follows – RW to Market Weighton, GH to Pock library, PF to Beckside surgery, MS to Burnby Community Hall, RK to Pock Arts Centre.*

13. Events:

Group Leaders' Social meeting: NB will report next meeting.

Action: NB will talk with Louise about holding it at Rugby Club in September. PF has asked RSU if they will perform and it was a unanimous yes.

Committee Social: nothing to report, DH on holiday.

Midwinter Music event 2026: PF has contacted Tom Stoppard Theatre and the booking is secured for Thursday 17th December afternoon. Payment not required until nearer the time. An invoice will be sent.

Action: PF to meet with Pock School contact Janet Knott after 24th August to iron out details, and will report back next meeting.

Indoor Games: MS. Date has been moved forward to 10th October because of clash with another event.

Art, Craft & Photography event: Possibly end of January 2027. MS will book once sure there are no clashes with other events. Note: MS may contact Les Smith for contact details of all relevant group leaders.

Wolds Day: MS. Possibly March 2027 depending on other events at Burnby Community Hall.

14. AOB:

Storage of u3a equipment: RK reported that several committee members have u3a equipment stored in their own homes, so we will need a storage room/large cupboard at Burnby Community Hall.

Inventory of u3a Equipment: NB suggested that SE takes on the task of creating and updating an inventory of all our shared u3a equipment, and that this is made accessible to all Group Leaders.

Whats App: It was agreed that Whats App should not be used for decisions on official u3a business. Proposed RK, seconded NB, agreed. ML reinforced the concept that we should all 'stay in lane' regarding our individual, designated, areas of expertise.

Content of communications with committee members: with reference to concerns raised by MS during the meeting NB proposed that no personally offensive emails, or Whats App comments, are to be sent to, or by, committee members. RK seconded. All agreed.

Date of next committee meeting: Tuesday 15th October 2026, 10am, Rugby Club, Burnby Lane. TBC

End of meeting: 11.55am

P.F. 19th August 2026