

## MINUTES MAGHULL & LYDIATE U3A

**Held at Lydiate Village Hall on Tuesday 13 June 2023 at 1:30pm**

<b>Present:</b>	Jane Jones – Chair	Ken Moulton	Alan Carr – H&S officer
	Linda Simms – Secretary	Geoff Heaps	
	Irene Edwards – Safeguarding	Ev Craig	

JJ welcomed Ev to our u3a Committee and introduced those present to Ev. JJ also stated that she would need a photo of Ev for the noticeboard.

1      **Apologies:**                                      Carol Westall, Nigel Burrows, Chris Dalziel, Chris Chua-short, Joan Martin

2      **Minutes of last meeting** Minutes agreed and approved by all.

3      **Actions and matters arising from previous minutes** No matters arising

4      **Correspondence**

JJ had sent thank you cards to :

Phil Davidson and wished him well in the future.

Joan Cain as she had taken over running the poetry group in her own house but did not want to continue under the auspices of u3a as it might mean more members attend at her house and she did not want this.

Margaret Kendall – her inbetweeners group had closed and thanked her in general for all the walking groups etc that she does do.

Jan Halksworth – set up tea groups and due to pressure at home feels she cannot carry on.

5      **Committee reports**

Treasury update

Report from CD – she has collected the 22/23 accounts from CVS. All is well!

The CC16a form has been approved and is now ready to be sent to the Charity Commission.

Update for Committee meeting:-

CD has also set up a Beacon Social account which looks to be going fine and is currently running it alongside Frank's spreadsheets as a double check. She needs some help setting up the main account and has sent a query to the Member's Forum but no reply so far. Once set up then it should be fine.

CD will look at the Gift Aid claim in the next few weeks which shouldn't be a problem as she has done the WI one.

JJ added that following CD's request from the Beacon Forum, a reply had been received via the M&L email address and was offered support and he was suggesting another simpler format (not Beacon) as lots of people were leaving Beacon. JJ also stated that she is now along with CD ready for internet banking on the General Account. JJ has to find out if this also applies to the Social Account. JJ wanted to commend CD for all the work she had done. EC asked if all u3as use Beacon, JJ replied that that is not the case. JJ stated that Beacon is not a proper database but it is better than nothing and it has its uses.

Membership update

Gained 3 new members, 608 members in total. 65 still not renewed and they are at present in the lapsed folder. That way, if they renew they can receive their old numbers back.

Website

Report from NB

Phil D has provided handover documents for the website and NB is working through and learning more about the setup will look to share this with a wider group of interested people on return from holiday. Phil D is no longer an “administrator” of the site and has had his access downgraded to Editor which will still allow him to post items as per his group leader role. There are 5 other people who are registered as “administrator” on the site so we do have cover (albeit a lot less experienced) for this role.

The website continues to operate normally and items are posted as regularly as they were previously. No issues or changes to report.

The email address is still active and emails monitored and actioned by several other people (e.g. Jane and NB)

#### Beacon

No real update here. There are 37 registered users of Beacon of which 16 have been active within the last month.

#### Facebook

61 members have signed up and there have been a steady stream of posts of interest to members. Facebook policy = issue with chat room. Currently we have two Administrators and three Moderators. A social media policy has been composed and a copy given to all committee members. We will no doubt make changes to the policy as we become more au fait with Facebook. We have found a way of disengaging from the chat room. **All agreed that this was the correct course of action and approved the new policy.**

JJ mentioned the issue with have with M&L email as all replies look like they come from Phil D. JJ stated that Beacon offer us the facility to have our own email addresses i.e., [chair@mandlu3a.co.uk](mailto:chair@mandlu3a.co.uk) etc. There is a small charge. We will make this change in the near future.

#### 6 **Zoom meeting with Gill Russell - NW regional officer – dated 8 June 2023**

JJ gave an update on what happened at the Zoom meeting. Majority of the meeting was taken up with a matter which we already knew the answer. GR concentrated on the failure of our u3a by not sending out individual AGM invitations to members. She explained in depth that we had contravened CC regulations and said our AGM was most likely not valid and all decisions taken at the meeting were not valid either. She recommended re-calling members for another u3a AGM, JJ felt that this was probably not necessary as no important decisions were taken at the AGM. It also brought to light the fact that apart from 2021 and 2022 Maghull and Lydiate u3a have failed to send out individual letters to all members. Would we have to recall and re-evaluate all the decisions made during the other years? JJ pointed out that this was not on our agreed agenda for the meeting as GR had explained our failings in detail over a few phone calls. JJ felt spending another 15 minutes going over the same ground was not good use of our zoom time. She pointed out all committee members had been fully briefed about our AGM mishap.

GR then began to address the SF situation. JJ briefly ran through the events of last year stressing how she had requested help from the Trust as to how to deal with SF. JJ also felt very angry that this matter had not been dealt with a year earlier when she had asked for help. GR did apologise for this. GR stated that the Committee need to email Neil Stevenson to request help with the SF situation. M&L requested that the Trust invite SF to discuss his grievance with a qualified member who would be able to make sense of the accounts in dispute. Currently SF had brought up an issue with regards to insurance cover with regards to the Bowls Group and should they be under the umbrella of u3a or go it alone with the venue (Kensington House) where the bowls takes place. JJ said she would hold a meeting with the bowls group to get to the bottom of their concerns.

JJ will forward a copy of these minutes to all the Committee in due course.

GR then moved on referring to M&L's lack of participation in NW regional meetings and activities. JJ stated that previous committees may well not have taken part but that this was not relevant to the current committee.

GR mentioned that some seven years ago she had attended M&L u3a AGM to present a certificate to record our tenth anniversary. She felt that she had not been treated well, with the Chair paying little attention and sending her to find her own coffee. JJ pointed out that at a recent Christmas Concert she had not only greeted all the participants fully but had also attached a committee member to the leader of each group to make sure their welfare was taken care of. JJ again pointed out that what the previous Chairs and Committees had done should not be seen as the way we do things now.

Having brought the committee up to date about the zoom meeting JJ asked for any comments. EC stated that as a new member who had attended the zoom meeting she had been surprised by GR's attitude and asked if GR had a problem with M&L u3a. Several members felt that this was possibly the case.

## 7 Constitution

JJ had sent out our Constitution and the up to date Model Constitution for comparisons. All need to study and make notes as our Constitution needs to be updated and this will be discussed at our next Committee meeting in July. Our difficulties with the AGM were in part due to the current constitution being out of date. Allowing for any necessary amendments we hope to adopt the new constitution in July/August. LS also mentioned that once changes are made, we need to seek approval from u3a National Office before it is presented for approval at our next AGM.

## 8 Welfare Situation

JJ stated we need to set up a Welfare Team rather than it be run by one person. This will shore us up for the future.

Carol Westall will be the Committee representative for the Welfare Team and the contact number we have at present will be changed. All agreed that Welfare should be the responsibility of the Committee. We also need a Job Description for the Welfare Team.

**VOTE - JJ proposed that we set up the Welfare Team. AC seconded it. All Agreed.**

## 9 Code of Conduct – review

All discussed the Code of Conduct Policy. AC thanked JJ for amending the Policy. JJ stated that it's quite lengthy and not easy reading. JJ also stated that we now have to decide who is on the Appeals Committee. It was agreed that this policy would be reviewed in two years time.

JJ said it would be interesting to know how the Appeals Committee would deal with the current issue with SF and also a Group Leader who does not follow holiday rules that our u3a has in place.

**VOTE - JJ proposed that we adopt the Code of Conduct policy. All Agreed.**

## 10 Any other business

10.1 New members meeting – this is due to take place on Tuesday 20 June after the coffee morning. JJ not now available. Meeting will be run by LS, JM and CW. JJ has had 17 new members out of approximately 75 who have accepted the invitation.

10.2 Chair issue – LS stated that JJ was receiving a lot of flak, especially from one member of our u3a and was extremely stressed earlier today to the point where she felt like resigning. LS stated that it would be catastrophic if this happened as not only would the Chair leave, a few other Committee members

would follow suit. LS stated that this cannot continue to happen and if JJ receives any further threatening emails, no matter who from, that she sends to LS and she and the rest of the Committee (as a whole) will deal with the matter. All agreed on this course of action.

11 **Date of next meeting**

Tuesday 11 July 2023 at 1:30pm – Lydiate Village Hall