

AUGHTON & ORMSKIRK U3A

EXECUTIVE COMMITTEE

MEETING TUESDAY 15TH JANUARY 2013

Present:- Dorothy Harrison (Chairman) Bernie Handford (Vice Chairman) Wendy Craddock (Secretary) Chris Jones (Treasurer) Norma Seddon, Beth Blamires, Pauline Jones, Geoff Roberts (Trustee) Margery Sargent, Willem Wiechers, Bill Evans, Edna Lally, David Blanchflower, Ian Haskell

Apologies:- Alex McMinn, Peter Sewell (Trustee)

1. Welcome the Chairman welcomed everyone to the meeting mentioning in particular Geoff Roberts who has just been awarded an MBE and Ian Haskell back from his travels.

2. Minutes of the previous meeting were signed as a true record

3. Matters arising Dorothy noted that three representatives from the Executive Committee were to serve on the Trustees

4. Letter of Complaint:-An informal meeting had been held on Monday 7th January 2013 to discuss the letter of complaint those present were Dorothy Harrison, Jeff Roberts, Bernie Handford, Chris Jones, Wendy Craddock, Norma Seddon, apologies David Blanchflower. The outcome of that meeting was to refer the matter to this committee for a formal statement. The Letter of Complaint and the Resource /Finance Committee Minutes were circulated to all those present and will be attached to these minutes when sent to the Trustees.

The Letter of Complaint stated that the Vice Chairman/Chair of Resources and Finance Committee Bernie Handford had been subjected to bullying, harassment, and physical threat at Horizons on Thursday 27th November 2012 by Alex McMinn Member of the Executive Committee/ Chair of Publicity Committee/Trustee and Founding Chairman because £1744.00 unspent grant monies had been returned to "Awards for All" at their demand. Bernie was successfully granted a three month extension but was unable to transfer these funds to the Memory Course. There is a complete audit trail and Executive Committee members have been kept informed formally and informally. Willem Wiechers thought that maybe communication between Alex McMinn and the Finance and Resources Committee had broken down but Beth was able to explain that the information had been communicated. A discussion took place covering all aspects of the above. The need for grant applications to go through the Finance and Resources Committee was re-iterated. After a full and frank discussion David Blanchflower presented this statement to the meeting **"This Executive Committee fully endorses the decision of the Finance & Resources Committee to deplore the entirely unacceptable and deplorable conduct that resulted in the Chair of the Finance & Resources Committee being subjected to harassment and bullying. This Executive further wishes to indicate that it will not tolerate any instances of bullying or harassment by any U3A member"** **AGREED UNANIMOUSLY.** Bernie wished the Committee to know that he had received a letter of apology dated 7th January 2013. The Chairman of the Executive Committee U3A Dorothy Harrison and the Chairman of the Trustees Jeff Roberts were requested to write to Alex personally re the above incident. Bernie described the episode as extremely stressful and wanted to ensure that there was no repetition of that behaviour, it was commented that aggressive behaviour by Alex had been witnessed on previous occasions.

5. Treasurers Report:-Balances Ca/c £4355 Dep a/c £17074 Group a/c £28641 the figures are similar to last year but Gift Aid income is slightly down. The Treasurer has been looking closely at the rent we pay to the S&G HQ at the moment it equates to £6.41 per hour and feels we should pay our way sensibly. At the moment we pay 10K per annum, Chris suggested we pay a commercial rate £8.00 per hour which equates to £12,500 per year. Bernie is to negotiate the best rolling deal and liaise with Jeff Roberts. The following proposal was put to the meeting.

To Increase the rent from £10k to £12.5K subject to the S&G HQ Management Committee giving our representative a commitment of security of tenure Proposed by Chris Jones and seconded by David Blanchflower. Proposal carried unanimously.

Monies have been put aside for the new Computer room but the agreed plan and specifications of a year ago have changed we will have no access to the office on the first floor which will present a major storage problem. We have received a letter from A.V.H indicating that the rent will remain at £11 per hour.

6 Membership Secretary:-The Membership Secretary apologised for the wrong decision in organising the cover for the desk in his absence and that new members had not followed the same pattern as in previous years. The membership number as at 31st December 2012 is 1851

7. Trustees Report:-David commented on the Trustees Minutes of the 19th November 2012 that Alec McMinn had stated that he may have violated the Copyright of the Memory Course and that the Trustees would be responsible for that breach. This was followed by an explanation of the copyright and the implications of that breach.

8. Secretary The Secretary reminded everyone of the confidentiality of committee meetings. Confirmation has been received from Lin Jonas Secretary T.A.T stating that the Indemnity Insurance for Trustees covered the Executive Committee of Aughton & Ormskirk U3A. **The Code of Conduct for Trustees was handed out along with the T.A.T Advice Sheet 6 Sorting out Problems/ Grievances and Wendy requested those present to forward their comments to her for an Agenda item at the next Committee meeting.** The T.AT mailing included the Annual Return and notification that the bulk mailing of Third Age Matters would cease at the end of January. Consequently Ian will apply for 100 copies to be delivered via our PO BOX. Please visit the TAT website for the complete January mailing. A reminder was given about the NWR Summer School.

9 Committees

Publicity There had been no meeting since October. Bill was very pleased with the response he had had from Group leaders to limit their submissions to the Magazine. Some disquiet was expressed at the way in which this committee was being chaired also at the inaccuracies in the Magazine re the Memory Course and the process used to authenticate facts. Bill will talk this through with Alex

Finance and Resources Bernie reported that he had purchased a new CD player which had been tested and was now working perfectly.

Social/10th Anniversary Dorothy thanked everyone who had made the Christmas Lunch at the Adelphi such a success Dorothy was pleased to see St Helens' U3A so well represented. Members of the HEOG had also enjoyed the Lunch. The date of the Christmas meal at the Adelphi has been arranged for Friday 20th December 2013. Difficulties with the manning of the Welcome Desk at Horizons were highlighted. The Musical Concert for the 10th Anniversary celebrations is to take place on the 18th 19th 20th of April at Ormskirk School.

Group Support A meeting of the committee will take place on the 23rd of January. David is planning to introduce 2 new groups, quilting and comparative religions. There is an on-going heating problem at Scarisbrick Village Hall which is proving difficult for the bridge group.

HEOG this group are looking forward to taking part in 7 more planned activities.

Speaker Meetings a new speaker will need to be found for March (due to ill health) Chris referred David to a possible replacement. A list of reserve speakers will need compiling. Coffee for the next speaker meeting will be served in church.

10 SWLancs Network-no meeting

A.O.B

11 The date for the A.G.M is to be advised.

NB the issue of Representatives from the Executive to serve on the Trustees is to be an Agenda Item for the next meeting

12. The keyboard Group would like name badges for use at Horizons.

The meeting closed at 12.05

THE DATE OF THE NEXT MEETING IS ON TUESDAY 19th FEBRUARY AT 9.30 AM IN THE S&G HQ