

BRANSTON & DISTRICT U3A

COMMITTEE MEETING Tuesday 15th February 2022

BRANSTON SPORTS PAVILION 2PM

Present: Garry Snelson (GS, Chair), Janet Foster (JF), Anne Pickersgill (AP), John Tyerman (JT), Rick Smok (RS), James Hewson (JH), Christine Hodson (CH), Brian Sentance (BS), Eileen McKelvey (EM).

1. **Apologies:** None.
2. **Minutes of the Previous Meeting 18 January 2022 and Matters Arising not covered in the Agenda:** None. The Minutes of the previous meeting were approved and accepted. The Minutes are to be scanned and held electronically.

Action RS

3. Chair's Report:

1. Garry reported that Mary Corbould had decided to step down from her role as Membership Secretary, after encountering problems with Beacon, and to resign from the Committee with immediate effect. Garry added that Mary had handed over various items to Janet and himself. James had agreed to take on the role of Acting Membership Secretary, so a replacement Membership Secretary would need to be found.
2. Garry advised that he had asked Rick to replace Branston & District's Accident Report Form with a new "Incident Report Form", as recommended by Central Office. Anne requested that the Incident Report Form be listed separately on the website to make it easier to find, and Rick will inform the Convenors of its location. **Action RS.**
3. Garry said he was booked on the Network Zoom meeting on 16th February, and that he would produce a summary of the meeting. Anne asked if he could request the meeting be recorded. **Action GS**

4. Treasurer's Report:

- 4.1. **Accounts to be brought to the meeting:** Janet reported that the balance of the main account at 31st January was £4190.55. and there had been no activity in the Social Account, so the balance remained at £796.50. She advised that there was a year end deficit of £439.74, which was to be expected as the membership fees had been so much reduced for the last year. In addition, several of the General Meetings had been held on Zoom, so members did not have to pay a meeting fee, but the speakers still had to be paid. She did not consider the deficit to be a cause for concern. She

reported that the accounts were with the Auditor, and would hopefully be back by 8th March at the latest. As there were no questions Rick proposed and James seconded that the report be approved and accepted. All agreed.

- 4.2. **Proposal for the Queen's Platinum Jubilee Cake:** Janet reported that she had researched the cost of purchasing a suitable cake for the celebration. She said the best option seemed to be a 14" fruit cake at £75 and a 12" sponge cake at £35, which together would be enough for up to 100 people. The cost would include the decorating of the cakes. Members would be asked to bring their own glasses. All agreed with these proposals so Janet will get back to the baker. **Action JF**

5. Secretary's Report: AGM:

1. Anne reported that she had sent all the documents from last year's AGM to all members, including those not on email. She said she would send the documents for this year's AGM as soon as she is advised that Beacon is up to date and she has received the end of year financial statement from Janet. She said she had not, to date, received any agenda motions, and so far, just 2 nominations for the Committee from existing members.

Action JH, JF

2. Anne remarked that we desperately need a Vice Chair and a Membership Secretary, so we need to do all we can to encourage members to join the Committee, especially as some existing members will be stepping down at the 2022 AGM and others have indicated they also will at the 2023 AGM.

Action All.

3. Anne reminded the Chair and Treasurer of the need to write their AGM speeches for them to be emailed to her for inclusion in the Annual Report that goes to the Third Age Trust, as well as for inclusion in the Minutes. The Minutes Secretary should only need to record the proposers and seconders and the fors/against/abstentions. Anne will ask for Apologies in advance of the AGM.

Action GS, JF, AP, EM

Anne remarked that we need to look at ways of attracting new members to the u3a. James advised that we still have a large number of u3a leaflets, and there was some discussion about how best to distribute these. It was also agreed that Anne would contact the Branston/Heighington/Washington Community Group and the Branston Lincolnshire What's On Group on Facebook with a view to advertising on these sites. **Action AP.**

6. Membership Secretary's Report:

6.1 Membership Update by the temporary Acting Secretary: James reported that the membership total stood at 225, according to Beacon, but this included those members who hadn't yet renewed and 7 new members. 19 members had been designated as having resigned. He said reminders would go out the following day, so more renewals could be confirmed at the General Meeting. James said he would produce a list of those members who had renewed for the AGM, to prevent non members from voting. **Action JH**

7. Group Coordinator's Report:

Badminton: Rick said he and Mick Wood had decided to leave the situation as it was for the moment as the group would stop in April for the summer. Hopefully the Ruston Sports facility would be available in October.

Singing: Rick said Marcus had given him a copy of a risk assessment for the All Saints Church Hall, but, it was unsigned, so he had asked for a signed copy.

Bridge: Anne Pickersgill has been standing in as interim group convenor in Malcolm Earney's absence. He said the group had been invited by the Library, to an experimental meeting on 18th February. As the new library opening times do not suit all groups and the Library wants group members to join the Library, it had been decided not to go ahead with the experiment, and Malcolm would deal with a possible new venue on his return. The **Scrabble Group** had held its experimental meeting, as a one off, on 14th February, and Rick was waiting to hear from Val Perry how it had gone

Railway: Rick said there had been dissatisfaction reported by a member with the lack of activity in the Railway Group. James said that he was in the process of arranging a meeting to discuss the future of the group.

Convenors' Meeting: Rick reported that an invitation had been sent to Group Convenors and their deputies to attend a Convenors' Meeting from 10-12 at the Pavilion on 7th March. To date he had received 10 x Yes and 4 x No replies out of 18 Convenors.

8. Programme Secretary's Report: Chris reported that Sheridan Minshull was confirmed to present his "Mental Health and How Society Responds" talk at the February General Meeting. James said he would email Sheridan to discuss the presentation of slides, Powerpoint etc. **Action JH**

Chris said speakers were booked for April, May and June, and was looking into the possibility of a talk, suggested by Garry, about Road Safety. It was agreed that Chris would send James a list of confirmed speakers for him to put on the noticeboard. **Action CH, JH**

Chris asked that we consider whether we would hold an August Social, and, if so, what form would it take. Ideas were discussed and it was agreed that Chris and Garry would research 2 possibilities.

Action CH, GS

8.1. AGM Entertainment- Proposal from the Chair to pay the Singing Group's Organist (cost is £30 – he is not a u3a member): After discussion Chris proposed and John seconded that the fee be paid. All agreed.

9. Website/Data Manager's Report. There was nothing further to report, other than that James and Rick continue to work together.

10. New Members' Meeting, 1st March, Pavilion, Branston, 2-4.30pm: Janet reported that she had booked the Pavilion and, to date, 6 new members had indicated they would attend, as had several Committee members. Janet was organising refreshments and Garry said he would publicise it at the General Meeting. **Action JF, GS**

11. Any Other Business:

11.1 Concern about STEM Meeting in Horncastle at Joseph Banks Centre as it is the same day as the monthly June Meeting: Garry asked for thoughts about whether he should ask the Group Convenor to rearrange the meeting, as members would find it difficult to attend both meetings. It was decided that he would send his apologies but no further action should be taken. **Action GS**

11.2 Any response regarding the out of date items in the First Aid Kit in the Village Hall? Janet reported that she had contacted Denise at the Village Hall, who was going to check the items and report back.

Third Age Matters (TAM): Rick reported that Janet had forwarded him an email from TAM detailing the dates that returns are required.

PowerPoint Presentation: Rick reported that a PowerPoint presentation had been regenerated for the General Meetings, and he said Garry was comfortable with the style, so he would continue to edit it for each of the meetings.

Action RS

Survey of Members: Rick said that the Secretary had passed him the results of a member survey carried out in 2011, which showed that displaying information on screen was popular, and it was a better welcome to new members.

Apologies Letter: Rick reported that he had sent out a letter to all members with email, as requested by the Committee, that they should send apologies to the

Group Convenor if they were unable to attend their group meeting. He said this had led to various degrees of success. It should be reiterated at the upcoming Group Convenors' Meeting that failure to send apologies on 3 consecutive occasions should result in that member being dropped from the group.

PAT Testing: After some discussion it was decided that we should continue to have the testing done by the person we have used previously, who can test the Village Hall and the Pavilion at the same time. The Village Hall opening up charge is £6 for 30 minutes and the Pavilion charges £8 for 1 hour.

Advertising our u3a in the Sheepwash Times: After discussing the various costs of advertising in the Sheepwash Times it was decided that we would use Noticeboard in the publication, which is free, and Anne would continue to write articles, which would include some details of events, as The Sheepwash Times reaches a wide audience, and gets good results. Anne stressed the importance of the news on the website being kept up to date, which meant that Convenors would have to be diligent in notifying events and any amendments.

12. Date of Next Committee Meeting – Tuesday 15th March 2022, Moor Lane Pavilion, 2pm.

There being no further business, the meeting closed at 3.45pm.

Signed by the Chair at the meeting as a true record.

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Date.....

TREASURERS REPORT January 2022	
RECONCILIATION OF ACCOUNT FOR PERIOD 1 Jan to 31 Jan 2022	
OPENING BALANCE AS AT 1.01.22	4357.74
TOTAL RECEIPTS/INCOME	40.00
SUB TOTAL	4397.74
LESS EXPENDITURE	207.19
BALANCE AS AT 31 January 2022	4190.55
represented by	
Santander Bank Balance 31 January 2022	4227.55
less BACS subscriptions paid early	37.00
Reconciled Balance.	4190.55
awaiting payment/paid out	
LIVES Grant re first aid course M Barr £75	
Branston & Mere Parish Council Room Hire re committee meetings	
received since 1 Feb	
membership renewals ...total to be confirmed at meeting	
U3A SOCIAL ACCOUNT reconciliation for period 1 -31 January 2022	
OPENING BALANCE 1.01.22	796.50
croquet £224.82 , Heritage £400, , Social Fund £108.30 33Music £27.08	
Art Appreciation £36.30	0.00
sub total	796.50
Less expenditure	
BALANCE AS AT 31 January 2022	796.50
croquet £224.82 , Heritage £400, , Social Fund £108.30 33Music £27.08	
Art Appreciation £36.30	
REPRESENTED BY BARCLAYS BANK BALANCE 31 January 2022	
reconciled Balance	796.50
awaiting Payment	

