

BRANSTON & DISTRICT u3a
COMMITTEE MEETING TUESDAY 16TH MAY 2023
BRANSTON SPORTS PAVILION 2PM

Present: Jane Haresign (JH, Chair), Janet Foster (JF), Rick Smok (RS), Robert Waltz (RW), Marjorie Barr (MB), Diane Prettie (DP).

- 1. Apologies:** Anne Pickersgill, Eileen McKelvey

- 2. Minutes for Approval and Matters Arising:** The April Minutes were approved, having been previously sent to all Committee members for comments and amendments. All agreed and a copy provided by Robert was signed by Jane and passed to Rick for inclusion on the website. No matters arising. **Action RS**

- 3. Chair's Report:** Poor weather meant the Coronation Picnic was only attended by four who ate in the pavilion. Everyone left by 3.15 so Sue Morris is considering contacting the Parish Council for a reduced invoice. Jane will email Sue thanking her for organising the event. **Action JH**

Owing to lack of numbers the August coach trip has been cancelled and A&P Travel has been advised. There was no problem.

Jane had received an email from TAT about Volunteer Week, celebrating the work of u3a volunteers and asked for suggestions how we could show our appreciation of their contribution to our u3a. It was suggested emailing Annie Nash and all the Conveners thanking them for their help. **Action JH**

Regarding the non-u3a person performing with the Ukulele group and the insurance matters arising from this
Hopefully, you will have had the opportunity to read the attachment I sent re the ukulele group. I found the email from Tony Carlile (Gallaher Insurance) rather ambiguous.

Tony Carlile <antony_carlile@ajg.com>

To:jane.haresign@sky.com

Cc:Sharon Ahtuam

Thu, 11 May at 11:49

Dear Jane,

Please accept my apologies for the delay in getting back to you on this.

I don't see any issues with this, the non U3A members after all are just playing alongside the members in a shared activity, rather than taking part in solely a U3A activity. I guess not to different to an opposing team in a game of walking football perhaps.

The U3A's Public Liability cover would react in the usual way in the event of claim being made against you.

I hope this helps.

Thank you,

Tony

What does he mean by "the u3a public liability cover would react in the usual way in the event of a claim being made against you"? It was interesting that Alison May's email was sent after Tony's but she wasn't copied into that email so was she aware of what he had written?

11 May 2023, 12:27 BST

Hello Jane,

Apologies for the delayed response, this is my first week back in the office.

The short answer is that for an activity to be a u3a activity all of the people participating need to be members. It is obviously a great opportunity to publicise the u3a and sounds like these are great events but as it includes non members it would not come under our insurance. I would suggest that a possible option is to ask the non-members to join the u3a - then the sessions would be covered by our insurance - or to hold this is an event outside the u3a - not covered by the u3a insurance.

Kind regards,

Alison

Alison May

Head of Member Service

Third Age Trust

I felt the two emails offered conflicting advice but Alison's was clear.

The way I understand the situation is as follows:

1. When the ukulele group perform at events alongside non u3a members, they are not covered by u3a insurance and would have to rely on the public liability cover of the event organisers.
2. Similarly, rehearsal meetings involving non u3a members would not be covered by u3a insurance. The householder/owner of the rehearsal venue would have to rely on their buildings and contents insurance.
3. Apart from the AGM, I don't think you can count the three other events where the ukulele group have performed as group meetings. The ukulele group were part of larger ensembles and the events would not count as u3a events. Therefore the rule of "attend two then join" would not apply.

Suggestions:

Advise Tony Chapman that any performances and rehearsals involving non u3a members should be extra to scheduled group meetings as they would not be covered by u3a insurance. The scheduled group meetings should be for u3a members only in order to qualify for u3a insurance.

Send him copies of our email to HO and their reply to show we have looked into the matter thoroughly and fairly.

Maybe advise/remind all convenors of the need to be vigilant re membership of their groups for insurance purposes.

The response of the committee is that Jane should write to the Group Convenor that he must inform the non-u3a member that in the event of any incident occurring then he is not covered by the u3a insurance and would have to rely on the venue's own third party liability insurance.

Action JH

Still working my way through the guidelines to the Charity Commission Guide to Charity Annual Return 2023 which includes many new questions that need to be addressed: more at the next Committee meeting after I've digested it and consulted with Janet!

6. **Membership Secretary's Report:** Robert reported that there are currently 250 members: 116 Individual, 126 Joint, 5 Affiliate and 3 Honorary. 4 new members have joined since the April Meeting and there are 2 prospective new members. One of these was a non u3a member on the April Cycling Group ride. This was discussed further in Agenda Item 8 below

7. **Welfare Secretary's Report:** Marjorie had nothing to report other than she had sent a condolence card to Pam Scoffin.

8. **Group Coordinators and Website Report:** Rick reported that James Hewson has now taken over as Convenor of the Natural History Group as John Butler has stood down. Rick has sent him an email thanking him for all his work.

Cycling Group: Rick commented on non u3a members taking part in the u3a Cycling Group rides. He cited the Cycling Group Convenor's recent report "A Photo Essay Folkingham to Irnham... Travels with the u3a Cycling Group" In this, photos showed non u3a members taking part. Rick has written a letter to the Convenor explaining the insurance and legal liability position should an incident / accident occur. The Committee approved this letter and Rick will send it to the Convenor.

Action RS

50's& 60's Dance Group: Rick reported that an inaugural meeting had been organised by Anne for the 19th May at the Pavilion. However only 2 out of 10 people responded to the email sent out by Anne Pickersgill as being able to attend so the meeting will not take place. Mo Ille is to be Convenor and Anne has shown her how to send emails via Beacon which Mo is yet to do.

STEM: In his 11th May email to all Stem Members, in addition to Programme news, Tony Reid said he will be retiring as Convenor at the end of the year and asking for volunteers to take over. Paul Blewitt will continue as deputy until a new Convenor is found.

AA&M: Sue Morris wants to stand down as Convenor at the end of the year. As yet there is no replacement for her.

Website: Nothing to report.

9. **Programme Secretary's Report:** The programme for the year was discussed and Diane has now confirmed all this year's Speakers. Rick asked Diane to send him this year's programme so that it can be published on the Website. **Action DP**

4. **Treasurer's Report:** Janet reported that the balance of the Main Account at 30th April was £4163.49 83 with a number of payments outstanding among which the May Speaker's fee has increased to £117.60 from previous ~£80+ mileage. Also to pay are PAT testing and Hire of the Hall for Feb to May.

The Social Account balance was £889.83. Janet had reimbursed Sue Morris for the picnic refreshment by cash and a cheque for that sum has been issued to reimburse Janet

The Santander and Barclays signatories issue has now been resolved.

5. **Secretary's Report:** In her absence Anne had forwarded the following report dated 16 May 2023

Advance warning: I intend to step down from the Committee at the next AGM.

Robert Waltz added as Vice Chair to TAT website. Email contact is still members@branstonu3a.org.uk, and everyone's telephone number is the u3a mobile.

As you will have seen from the newsletter, the membership is aware that the lack of an Equipment Officer means that u3a equipment is going into cold storage for the foreseeable future. **See A.O.B. - Equipment Officer**

As I expect we will have had no suggestions for an August Monthly Meeting, I propose we tell the membership that due to lack of interest there will be no August Monthly Meeting. ***This was discussed during the Programme Secretary's Report and A.O.B. and agreed.***

I forwarded information about the u3a Short Story competition that runs throughout May to the Creative Writing Group: Lesley replied that she likes the theme and would share the information with her group on 3 May.

I am getting bombarded with events taking place in Lincolnshire, so I have decided to limit the advertisement of non-u3a events to the three villages non-commercial events, i.e. the Heighington Duck Race will be included, but the Circus will not (even though I feel that the populace should be warned about it).

Review of the Constitution: I suggest we set up a subcommittee to look at this which should report back to the whole Committee with suggestions as to what needs to be updated. As Secretary I ought to be on this sub-committee: I suggest that the next Secretary should also be on it. ***The Committee agreed that this was the way forward but that the sub-committee comprise people who are not on the Committee but should be chaired by The Secretary.***

Anne will be unable to prepare articles for the Sheepwash Times / Limespring Hundred in June due to overwhelming u3a work and personal commitments.

The initial meeting for the Dance group is set to take place on Friday 19 May. I have still to set up an initial meeting for the French group: I am still researching possible materials and organising the Dance group, but I hope to set something up next week.

Diane tabled some possibilities for Speakers for 2024 including:
Lincs Police – The Highway Code and when did you last look at it?
The Lincolnshire Wildlife Trust
A talk on US Presidents
Marcus Stead with a talk on “From South Africa to Namibia”
An “in House!” cookery demonstration on Indian / Asian cuisine
The History of Massage with demonstrations.
The above are work in progress and to be confirmed.

Jane had also sent an email to Diane suggesting 2 possible Speakers: the Chief Valuer at Golding Young and Mawer Auctioneers also Lee Kilner of Lincs County Council on Waste and Recycling.

Jane was asked to send out an email to the membership notifying them of Mr M Harrison's talk on the Stamford Shakespeare Company at next week's Meeting. In addition to state that there will not be a Meeting in August. **Action JH**

10. AOB: The following Items were discussed:

Activity for August Weekend: As previously discussed, the coach trip was cancelled due to lack of sufficient numbers. In addition there had been a negative response about any alternative activity therefore it has been decided that there will not be a Meeting in August.

Additionally it was decided that there will not be a Committee Meeting the week before.

Noise during Speaker's Question Time: There have been a number of complaints about people talking during Speakers Question Time which is both disrespectful of the Speaker and annoying for the rest of the audience. It was suggested that a “QUIET PLEASE” slide be put up as the Speaker starts. Also a microphone is to be made available for either by the Speaker or preferably assistant (Committee member) to take to any questioners during any Q&A session.

Cycling Group: Already covered in Rick's report.

Progress with Head Office for Ukulele Group: Already covered in Chair's report.

Progress with PAT Testing: Jane to email Denise Penistan and Bill Green to find dates when Darryl will be free. Denise asked when the Pavilion will be free so Jane will send her the times **Action JH**

Mobile Phone: Rick has charged the u3a mobile phone and checked functionality with a test call and passed it on to Jane.

Equipment Officer: Rick had a conversation with new member Bryn Jenkins who attended last month's meeting and who has volunteered to take on position of Equipment Officer. When Bryn is back from holiday Rick will show him where the equipment is stored and issue him with a set of keys. Rick has had 2 keys cut, cost £15 to ensure we have a duplicate set in case of loss.

Janet to reimburse Rick £15. **Action JF**

Will Making Firm: It was decided that this was another company touting for business and that we would look for our own speaker as and when it deemed appropriate.

Vote Registration for TAT AGM: Jane will log on to the TAT website to register.

Action JH

Date of Next Committee Meeting: Tuesday 20th June, Branston Sports Pavilion, Moor Lane, Branston at 2pm.

There being no more business, the meeting closed at 3.40pm.

Signed by the Chair as a true record

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Date

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20-06-23

Robert Waltz 21st May 2023

TREASURERS REPORT June 2023	
RECONCILIATION OF ACCOUNT FOR PERIOD 1 May to 31 May 2023	
OPENING BALANCE AS AT 1.5.23	4163.49
TOTAL RECEIPTS/INCOME	98.50
SUB TOTAL	4261.99
LESS EXPENDITURE	437.10
BALANCE AS AT 31 May 2023	3824.89
represented by	
Santander Bank Balance 31 May 2023	3824.89
Add cheques banked but not credited as at 31 May 2023	
less cheques not presented	
Reconciled Balance.	3824.89
awaiting payment/paid out	
Speaker donation June 2023 meeting £50	
charge for PAT Testing ..agenda item	
Gift Aid Claim 367.49 credit	
U3A SOCIAL ACCOUNT reconciliation for period 1 May to 31 May 2023	
OPENING BALANCE 1.5.23	889.83
croquet £313.82 , Heritage £400, , Social Fund £139.71, Art Appreciation £36.30,	
income	0.00
sub total	
Expenditure social fund re coronation picnic	7.40
BALANCE AS AT 31 May 2023	882.43
croquet £313.82 , Heritage £400, , Social Fund £132.31, Art Appreciation £36.30,	
REPRESENTED BY BARCLAYS BANK BALANCE 31 May 2023	889.83
Less Cheques not yet presented	7.40
reconciled Balance	882.43