

BRANSTON & DISTRICT u3a
COMMITTEE MEETING TUESDAY 17TH JANUARY 2023
BRANSTON SPORTS PAVILION 2PM

Present: Garry Snelson (GS, Chair), Janet Foster (JF), Anne Pickersgill (AP), James Hewson (JHe), Rick Smok (RS), Robert Waltz(RW), Jane Haresign (JHi), Marjorie Barr (MB), Eileen McKelvey (EM).

Garry informed the meeting that James Hewson was attending a funeral and would arrive later.

- 1. Apologies:** Christine Hodson.

- 2. Minutes for Approval:** As there had been no Committee Meeting in December, the November minutes were approved, as were the minutes of the extra Committee Meeting on 3rd January. All agreed.

- 3. Chair's Report:** Garry reported that the change in the constitution had been received from the Charity Commission, after their approval, and it had been saved on the Website. Garry thanked Anne for undertaking all of this.

Also, he had met with Jane Haresign on Monday 16th and they had discussed the position of Chair, giving her the chance to formulate any questions she may have had for the Committee Meeting.

He reported that Bill Fowler had withdrawn his offer to join the Committee, and that we would have to look for someone else as Vice Chair and to produce the newsletter.

Also, the Third Age Trust (TAT) had provided the u3a insurance document, which was already on the Website.

- 4. Treasurer's Report:** Janet provided reports for the periods 1-30th November and 1-31st December. For the former period the Main Account balance was £3863.15, and the Social Account was £1585.12. In December there was no income into the Main Account. The balance, after a very quiet month, of the Main Account at the end of December was £3803.15. The Social Account balance was £808.52,

after Christmas monies had gone in and out. The accounts for both periods were approved

Janet also reported that she had received 38 renewal cheques to date, with more received at the Committee Meeting. Also, that end of year accounts were coming in from Group Convenors.

- 5. Secretary's Report:** Anne reported on the preparations she had made for the AGM. She had produced a timetable for the lead up to the AGM for approval, and had already sent copies of the documents, which would be sent to the membership, to the Committee for information. These were the nomination forms, the agenda motion form and the draft minutes for the 2022 AGM and the EGM held 25th October 2022. She said she intended to circulate an email to the membership informing them of the date of the AGM with these documents attached, and the nomination and agenda motion forms would also be available at the Monthly Meeting. Rick proposed, and Robert seconded, that the minutes from the EGM be approved. All agreed.

Action AP

Anne reported the mailings from TAT "Fit for the Future" and "Trustee Elections 2023", which had been circulated to the Committee for discussion. It was agreed that Garry would mention these at the Monthly Meeting, for information, and to see if anyone was prepared to put themselves forward as a Trustee.

Action GS

She also noted that the Committee Roles and Responsibilities document, which had been circulated in October, had not yet been approved. Robert proposed, and Garry seconded, that it be accepted now, and reviewed by the new Committee, so that it could be put on the Website for the membership to see. All agreed.

Action AP, RS

- 6. Membership Secretary's Report:** Robert reported that there were currently 239 members, 11 less than at the November meeting. There had been 11 cancellations of membership since the renewal letters had been sent out. 2 new members had joined since the last meeting. In total to date, he had received 22 responses. He had also sent letters to those few members not on email.

- 7. Welfare Officer's Report:** Delivered by James when he arrived at 2.50pm. He said he had attended the funerals of 2 members and reported on the condition of those members who had suffered serious illness or injury.
- 8. Group Coordinator's and Website Report:** Rick reported that he had been asked by a convenor if it would be of worth for Group Convenors to have training in recognising the signs of early onset dementia. After some discussion it was decided that this would not be appropriate. He also said he had written to all convenors asking them to review their membership, with the view to removing those members who were no longer attending or who consistently did not send apologies for non attendance. He also said he wanted to ask all convenors to attend the next new members meeting, and then arrange a convenors meeting to meet the new Chair and discuss any matters they thought needed airing. Jane said she was happy with that, and all agreed.

Action RS

Rick reported that he and James had spent many hours reinstating documents and pictures to the website after the u3a wide website went down in November. The website is now complete and up to date. He said he had also saved all documents in PDF and Word into his Cloud storage. Garry proposed a vote of thanks from the Committee for all the work Rick and James had done. All agreed. He also reported that Fasthosts would be relocating their data centre, and that almost all account and programme migrations would happen without any preparation required.

- 9. Programme Secretary's Report:** In Chris's absence, Garry reported that speakers had been booked for the next 4 months. It was also agreed that he would mention at the Monthly Meeting that the Christmas Social would be held on Tuesday 12th December. He also reported that it was confirmed that the u3a ukelele band would play at the AGM.
- 10. Any Update on Advertised Vacancies:** Vacancies for Programme Secretary, Welfare Officer and Equipment Manager had been notified

to the membership, but, to date, there had been no response to any. Anne also pointed out that the vacancy for Vice Chair would need to be advertised, as there was no longer a volunteer for that. **Action**

11. TAT "Fit for the Future" and Network email both sent separately and what we send to members: This was discussed during the Secretary's Report.

12. AOB: As the Ukelele band performs at external events Garry wondered if we should purchase a banner for them to display. After some discussion it was agreed that we could provide a banner advertising the u3a, and use money we received from Lincolnshire Coop to pay for it. Garry said he would research cost and type of banners. **Action GS**

Garry also reported an email he had received about Network Links Spring Meeting, which is open to all members. Garry said he would mention it at the Monthly Meeting, as it shows not just local, but also national items of interest. **Action GS**

Janet advised that the same auditor, who had audited the accounts previously, was prepared to do so again, for the same payment. She also said she hadn't yet been notified of the date of the next Neighbourhood meeting.

Robert advised that he had received an enquiry from a singer who would be prepared to perform at one of our meetings/events. It was agreed that Robert would ask them to contact the Programme Secretary. **Action RW**

Rick reported that he still had not received the certificates for the 2022 PAT tests, despite having made many attempts to contact the electrician. It was agreed that we would have to look elsewhere for the 2023 recertification, hopefully liaising with the Village Hall to cut costs.

After the problems gaining access to the Village Hall for the Christmas event, the Booking Clerk had asked us to clarify who was the correct

person to hold the PIN. Anne will send an update, specifying Chair, but no name. Rick will also sort out getting a new fob as ours is obsolete. Rick will also email Convenors asking who holds keys for the Pavilion.

Action AP and RS.

Opportunity for Jane to ask any questions: Jane reported that she had still not finalised a venue for the proposed Games Group, but she said she would recontact one possibility to see if that was still available. Robert said he would check out possibilities at Dunston.

Action RW

Jane was also advised to speak to the Programme Secretary about a group which had shown an interest in entertaining at u3a events.

Action JH and RW.

It was agreed that Jane, as potential Chair, should be allocated a u3a laptop. Rick noted that the laptops were getting old and at least one would need to be replaced shortly. It was also agreed that Jane would meet with Garry the day before the next two Committee Meetings to go through the agenda.

Action GS, JH

Date of Next Committee Meeting: Tuesday 21st February 2023, Moor Lane Pavilion, Branston 2pm.

There being no further business, the meeting closed at 3.30pm.

Signed by the Chair as a true record

 GWR SNERSON Chair

Date

21/2/23