

**BRANSTON & DISRICT u3a**

**COMMITTEE MEETING TUESDAY 21<sup>ST</sup> NOVEMBER 2023**

**BRANSTON SPORTS PAVILION 2PM**

**Present:** Jane Haresign (Chair JH), Janet Foster (JF), Anne Pickersgill (AP), Robert Waltz(RW), Marjorie Barr (MB), Diane Prettie (DP), Eileen McKelvey (EM), Katie Baldwin (KB).

**1. Apologies:** Rick Smok

Jane welcomed Katie to the meeting. She was attending as an observer, potentially to replace Anne as Secretary.

- 2. October Minutes for Approval/Matters Arising:** The October Minutes were approved, having previously been sent to all Committee members for comments and amendments. All agreed. A copy was signed by Jane, to be passed to Rick for inclusion on the website. No matters arising.
- 3. Chair's Report:** Jane reported that the Convenors' meeting on 10<sup>th</sup> November had been well attended, and she had received good feedback. She thanked Rick and James Hewson for all their hard work setting up the new website, which was demonstrated at the meeting.

There had been two positive responses to Jane's email to the membership requesting volunteers for the Committee. One would like to help but not in a specific role, the other was interested in taking over as Group Coordinator. Jane and Rick will meet with these people to discuss the respective roles.

**Action JH, RS.**

Jane and Anne had attended the Third Age Trust (TAT) online AGM, and voted yes on Resolutions 3 and 4, as previously agreed by the Committee. The former was not passed, the latter was successful.

Jane reported that Bretherton Handbell Ringers had been very pleased with the response to their performance and Judith's informative talk at

the October Monthly Meeting. She said they had been made very welcome.

She also thanked Robert for donating Rummikub to the Games Group.

4. **Treasurer's Report:** Janet reported that it had been a reasonably quiet month. The balance of the Main Account at 31<sup>st</sup> October was £3406.59, and the balance of the Social Account was £740.43, with only one transaction.
  
5. **Secretary's Report:** Anne reported that, with Katie's assistance, she had updated all the documents for the 2024 AGM. She had drawn up a schedule from January – March, to ensure that all necessary actions were taken in the lead up to the AGM. She presented this schedule to the Committee for their information.

She was also pleased to report that she had persuaded Katie to take over as Secretary at the AGM, when Anne would be standing down from the role. Katie had agreed to be coopted on to the Committee with immediate effect, so that she could become a Trustee, so Anne proposed that this should happen. All agreed.

Anne reported that steps towards forming an Advanced French Conversation Group were still being taken.

Anne had sent an email to the Committee with details of a letter she proposed to send to James Hewson for inclusion in his Newsletter, detailing what the Committee does. All were happy with the contents of the letter, which Anne would now send to James. **Action AP**

Diane proposed a vote of thanks to Anne for all the hard work she does as Secretary. All agreed.

6. **Membership Secretary's Report:** Robert reported that the membership now totalled 261, as there had been 5 new members since the last meeting. There had been no resignations and he said there were 7 prospective new members.

After some discussion it was agreed that Robert should send out an email to all members by the end of November, requesting that they confirm their information held on the database is correct or in need of updating, including ensuring any Gift Aid declarations are still valid. On the renewals note, all current templates on Beacon would need to be updated for the current year and any increase in membership fee, and to repeat the above request re Gift Aid. Also, the current Gift Aid declaration needs amending, as it currently reads "I want the charity to treat all donations I have made since 2005.....", which is incorrect. These necessary amendments will be made.

- 7. Welfare Officer's Report:** Marjorie reported that she had sent a card to 2 members who were recovering from illness/surgery, and she would send a card to another member who had recently suffered a heart attack.

**Action MB**

- 8. Group Coordinator's and Website Report:** In Rick's absence, Anne reported the **50's, 60's Music and Dance Group** is now renamed as **Music and Dance**. Mo Illie no longer wishes to be convenor of this group, but, fortunately, Jackie Brammer is willing to take over as convenor. However, the membership of this group is at a critical level, with regards to monies to hire the venue, so this will have to be monitored to see if the group remains viable.

Sue Morris will be standing down as convenor of **Archaeology, Ancient and Medieval (AA&M)**, at the end of the December meeting. To date no one has come forward to take over, so the group will fold. Rick wished to minute his thanks to Sue for all the years of work convening this group, which is one of the most popular.

Rick reported on the Group Convenors meeting on 10<sup>th</sup> November, when 19 of the 32 convenors and deputies attended, with 8 apologies. Four Committee members attended. He and James then gave a demonstration of the new website in development. All u3a's had been given access to a Beta version, allowing them to learn the software, in preparation for migration sometime in 2024.

Rick provided the information he had about the member interested in taking over the role of Groups Coordinator. He has met him in person and has had a long conversation with him explaining the duties of the position. He will come to the Committee Meeting in January to meet the other Committee members, and can shadow Rick until he feels comfortable with the role.

Rick also reported there had been no changes to the website or Beacon.

- 9. Programme Secretary's Report:** Diane reported that Adrian Green, a bomb disposal operator, would be presenting a talk entitled "As I Walked Towards the Bomb" at the November Monthly Meeting. Diane reported that all details had been confirmed. She will inform John Tyerman, who will be making the announcements from now on, that the Speaker will be donating his fee to charity.

**Action DP**

The January speaker will be Paul Stafford, who will talk about North Korea. These details are on the website but Diane will provide Rick with all the bookings she has made for the next year, to encourage interest from anyone looking at the website.

**Action DP**

- 10. Members' Subscriptions 2024:** Janet provided a very detailed proposed budget for 2024, with estimated expenditure on every item, including room hire, catering, speaker fees etc. Based on these very detailed and carefully considered estimates, which indicated a predicted loss for the year of £512, which was due in the main to the necessity of purchasing a new projector, Janet was of the opinion that membership subscriptions should be increased to £13 per head for Single Membership, and £24.50 for Joint Membership. Honorary Membership should remain at £2 and Affiliate Membership be increased to £7. These increases would only return the fees to pre Covid levels. Janet did explain that the Charity Commission does recommend that we should hold £3000, which is the figure we have. After some discussion, including the comments Rick had supplied supporting a return to pre Covid levels, Anne proposed a vote of thanks to Janet for all the work she had done to produce these figures, and

proposed that we accept her recommendations. Seconded by Jane. All agreed.

Janet suggested the possibility in 2025 of increasing the Monthly Meeting fee to £2, and leaving the subscriptions the same. Therefore, to put forward a motion at the 2024 AGM to this effect, proposed by the Committee, or else, increase subscriptions and leave the meeting fee as it is. For further discussion.

**11. Tea Dance:** Janet reported that she had received 49 positive replies, 47 of whom had paid. Marcus and the organist would not be charged. This was a disappointing number, compared to previous years, but it was agreed it was impossible to please every member. Rick reported on developments with regard to the Christmas Carol Sheet and the music. Janet listed decisions already made and confirmed ongoing arrangements, including sending a reminder email with times, bring own glasses etc.

Janet was thanked for all the time and effort she had put into the planning of the Tea Dance, in addition to her duties as Treasurer.

**12. Save our u3a:** Jane reported that she had received some positive responses to her email, and some responses explaining why individual members could not commit to volunteering, which was positive in itself. Anne announced that she would remain on the Committee, but not as Secretary, Rick would stay on as Website Manager, but it was unclear at this time if he would still be on the Committee. Janet agreed to stay on as Treasurer for the one more year she is allowed, to, hopefully, be succeeded by a member who had shown some interest in being treasurer. Janet said she would be happy to mentor.

There was some discussion about what those members who had shown an interest in helping, but not as Committee members, could do: possibly Meet and Greeters, Catering, for which drawing up rotas would formalise the process. It was agreed this would be on the agenda at the January Committee Meeting.

**Action JH**

**13. 20<sup>th</sup> Anniversary Branston & District u3a:** For the 20<sup>th</sup> anniversary of our u3a there was some discussion about how we would celebrate.

Rather than celebrating at the Monthly Meeting, when only approximately a quarter of the membership routinely attends, except at the AGM, it was suggested that every member be given a memento. Discussion centred on an engraved pen. Some options were considered, and it was decided to add this to the agenda for January's meeting for a final decision. **Action JH**

- 14. Email from Eugene Hui:** An email had been received by Jane in response to her email to membership requesting volunteers to the Committee to save the u3a. His email advocated merging with another u3a. However, in light of the positive responses received by Jane, it was decided to thank Eugene for his input, we were heartened by his response, but it appeared that our u3a was going to survive, thanks to some members volunteering to join the Committee. **Action JH**

**15. AOB**

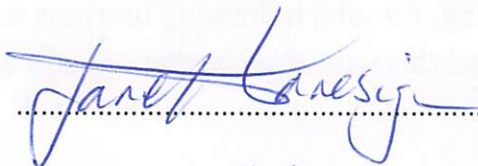
In his absence, Rick had informed us that John Tyerman would take over the generation of the presentation seen at the Monthly Meeting. If anyone had anything they wished to include in the presentation they should please contact John.

Rick also requested he have the new Motion Proposal Form and Committee Proposal Form by January 2024, so that he could put them on the Website.

**Date of the Next Committee Meeting: Tuesday 16<sup>th</sup> January 2024, Branston Sports Pavilion, 2pm.**

There being no further business, the meeting closed at 3.50pm.

Signed by the Chair as a true record

  
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Date..... 16/1/24 .....



<b>TREASURERS REPORT December 2023</b>	
<b>RECONCILIATION OF ACCOUNT FOR PERIOD 1 November to 30 November</b>	
OPENING BALANCE AS AT 1.11.23	<b>3406.59</b>
TOTAL RECEIPTS/INCOME	101.50
<b>SUB TOTAL</b>	<b>3508.09</b>
LESS EXPENDITURE..	97.15
<b>BALANCE AS AT 30 November 2023</b>	<b>3410.94</b>
represented by	
Santander Bank Balance 30 November 2023	<b>3460.94</b>
Add cheques/cash banked but not credited as at 30 Nov 2023	
less cheques not presented	50.00
<b>Reconciled Balance.</b>	<b>3410.94</b>
awaiting payment/paid out	
<b>USA SOCIAL ACCOUNT reconciliation for period 1 November to 30 November 2023</b>	
<b>OPENING BALANCE 1.11.23</b>	<b>740.43</b>
<b>croquet £51.82 , Heritage £520, , Social Fund £132.31, Art Appreciation £36.30,</b>	
<b>income Christmas Tea Dance Payments</b>	564.00
<b>sub total</b>	<b>1304.43</b>
<b>balance as at 30 November</b>	<b>1304.43</b>
<b>croquet £51.82 , Heritage £520, , Social Fund £132.31, Art Appreciation £36.30, Christmas Tea dance £564</b>	
<b>REPRESENTED BY BARCLAYS BANK BALANCE 30 November</b>	<b>1364.43</b>
Less Cheques not yet presented	60.00
<b>reconciled Balance</b>	<b>1304.43</b>

<b>TREASURERS REPORT January 2024</b>	
<b>RECONCILIATION OF ACCOUNT FOR PERIOD 1 December to 31 December 2023</b>	
OPENING BALANCE AS AT 1.12.23	<b>3410.94</b>
TOTAL RECEIPTS/INCOME	
<b>SUB TOTAL</b>	
<b>LESS EXPENDITURE..</b>	
<b>BALANCE AS AT 31 December</b>	<b>3410.94</b>
represented by	
Santander Bank Balance 31 December 2023	<b>3460.94</b>
Add cheques/cash banked but not credited as at 31 December 2023	
less cheques not presented	<b>50.00</b>
<b>Reconciled Balance.</b>	<b>3410.94</b>
<b>awaiting payment/paid out</b>	
£10 P Stafford January Speaker	
£150 Room Hire Branston Village Hall	
<b>U3A SOCIAL ACCOUNT reconciliation for period 1 December to 31 December 2023</b>	
<b>OPENING BALANCE 1.12.23</b>	<b>1304.43</b>
<b>croquet £51.82 , Heritage £520, , Social Fund £132.31, Art Appreciation £36.30, Christmas Tea dance £564</b>	
Income- transfer to christmas Tea dance from social fund	11.37
<b>sub total</b>	<b>1315.80</b>
<b>Expenditure Reimburse J Foster re Tea Dance expenses £111.37 S Kind re Afternoon Teas £440, £24 reimburse J Foster re cash refund .£11.37 social fund transfer to clear tea dance balance</b>	586.74
<b>balance as at 31 December</b>	<b>729.06</b>
<b>croquet £51.82 , Heritage £520, , Social Fund £120.94, Art Appreciation £36.30, Christmas Tea dance £nil</b>	
<b>REPRESENTED BY BARCLAYS BANK BALANCE 31 December</b>	
Less Cheques not yet presented	
<b>reconciled Balance</b>	<b>729.06</b>