

## BRANSTON AND DISTRICT U3A

### Committee Meeting 18<sup>th</sup> June 2019

#### Thomas Garrett Heritage Rooms

**Present.** James Hewson – Acting Chair (JH) Eileen McKelvey (EM) Janet Foster (JF) Marcus Stead (MS) Elaine Johnson (EJ) Chris Hodson (CH) Brian Sentance (BS) Sue Morris – Visitor. James welcomed Sue to the meeting, and invited her to stay for the duration of the meeting if she wished.

**1. Apologies.** Andrea White, Denis Stubbings

**2. Minutes of the Previous Meeting.** James said that since the minutes had been circulated to the committee a couple of minor errors had been pointed out, which he had since corrected. These having been discussed, Eileen proposed, and Elaine seconded, that the amended minutes be taken as a true record. All agreed.

At this point James asked Sue to speak to the Committee about the proposed Visits Group trip to Chatsworth on 20<sup>th</sup> November 2019. Sue explained that she was requesting a loan of £250 as Chatsworth required this amount to be paid by 30<sup>th</sup> June to secure the date and time of the visit, the balance due 2 weeks before the travel date. She said the loan would be repaid as soon as payments came in from those wishing to go on the trip. She said she had, to date, received 30 names of people wanting to go, each would be paying £35, so the trip would be self funding. She also said she had opened the visit to Bailgate and Bracebridge Heath U3A's, so she expected to receive more names in due course. Marcus proposed, and Brian seconded, that the loan be authorised. All agreed. Janet immediately issued the cheque for £250 to Sue. She then left the meeting as she had other commitments.

**3. Matters Arising.** James reported that a PC had been purchased for the Chair's use, and Microsoft Office had been installed on it. Andrea now had possession of it and James had been refunded the cost.

With regard to the projector screen, Marcus reported that the Village Hall Committee had discussed the offer of it being gifted to the Hall, and that they had agreed the idea, so the screen now belonged to the Village Hall and they would take full responsibility for it.

James also reported that, re item 13 of the Minutes, the Membership Application Form had been amended, and was now on the Website and Elaine

had been issued with copies. He also said that the Data Protection Policy had been duly amended, and it could also be found on the Website.

**4. Chair's Report.** In Andrea's absence, James delivered the report which she had already prepared:

2020 would mark the 400<sup>th</sup> anniversary of the Thomas Garrett Heritage Rooms, and they had asked for a short piece from groups who use the Rooms, for inclusion on their website. James said he would discuss with Andrea if she wanted to write the piece, otherwise he would be happy to do it. **Action JH**

John Tyerman had informed Andrea that he would be unable to attend the Neighbourhood meeting on July 1<sup>st</sup>. As Andrea would also be unable to attend James said he would go if he had no other commitments on the day. **Action JH**

Adrian Piell from Heath U3A is compiling a list of speakers that U3A's had found to be good, and Andrea requested that Marcus/Christine provide a list for the next Neighbourhood meeting. **Action MS, CH**

John Tyerman would be unable to attend the June Monthly Meeting, and asked that James help with setting up the PA systems. **Action JH**

Third Age Trust (TAT) Mailing – TAT has established a wholly owned subsidiary company – Third Age Trust Trading Ltd – to ensure trading activities, ie Third Age Matters, are within HMRC and Charity requirements.

Andrea also reported that one of our members had suffered a massive stroke and had not so far regained consciousness. Elaine said she would send a suitable card to the member's husband. **Action EJ**

**5. Treasurer's Report.** Janet reported that there had not been a lot of activity in the accounts during the previous month. She reported that there had been further problems with the Barclays account, which were still not completely sorted out.

She said she had so far received 13 replies, with cheques, for the Summer BBQ and Social.

She reminded the Committee that an invoice for the hire of the Garrett Room for the Committee Meeting would be due shortly, and as we would not be using the room in July, James said he would contact Jean Copsey to cancel the room for July and ask her to send the invoice to him. **Action JH**

<b>TREASURERS REPORT TUESDAY 18 June 2019</b>	
RECONCILIATION OF ACCOUNT FOR PERIOD 1 MAY 2019 TO 31 MAY 2019	
OPENING BALANCE AS AT 1.5.19	4403.12
TOTAL RECEIPTS/INCOME	102.00
<b>SUB TOTAL</b>	<b>4505.12</b>
LESS EXPENDITURE	577.63
<b>BALANCE AS AT 31 MAY 2019</b>	<b>3927.49</b>
represented by	
Santander Bank Balance 31 MAY 2019	3935.49
less cheque(s )not yet presented, £8.00	8.00
<b>Balance</b>	<b>3927.49</b>
<b>items awaiting payment as at 18 JUNE 2019</b>	
Lincs Pat Testing chq no 222027 £56.50	
Ken Moore (June Speaker) chq no 222028 £25	
Steve Robson (July Speaker) chq no 222029 £95	
<b>receipts not yet showing as at 18 JUNE 2019</b>	nil
<b>U3A SOCIAL ACCOUNT reconciliation for period 1 MAY 2019 to 31 MAY 2019</b>	
<b>OPENING BALANCE 1.5.19</b>	<b>884.70</b>
croquet £580.72, Heritage £200, Social fund £103.98	
<b>payments received croquet</b>	200.00
	<b>1084.70</b>
Less expenditure Croquet	250.00
<b>BALANCE AS AT 31 May 2019</b>	<b>834.70</b>
croquet £530.72 , Heritage £200 , Social Fund £103.98	
<b>REPRESENTED BY BARCLAYS BANK BALANCE 31 May 2019</b>	<b>834.70</b>
<b>BBQ payments received but not banked as at 17 June2019 are 14 persons =£140</b>	
Awaiting payment as at 18 June 2019 Ashby Grass Care (croquet) £202.80	

**6. Membership Secretary's Report.** Elaine reported that there had been no new members since the last meeting, so the membership total remained the same at 238.

**7. Groups' Coordinator's Report.** There was nothing to report as Den was absent.

**8. Programme Secretaries' Report.** Marcus reported that he had contacted the speaker for the June Monthly Meeting, and everything was confirmed. And, similarly, for the July Meeting. Chris said she had nothing to report.

**9. Website Manager/Newsletter Editor.** James said he had nothing further to report about the website, and he had not heard anything from John Tyerman about the newsletter.

James reported that he, Den, Rick Smok and Janet had met with Chris Searle for a demonstration of the Beacon Membership database. James said he thought the system looked promising and he had received an email informing him that the demo system was available and providing him with a password to be able to look at it. He said he was of the opinion that there would be a lot of advantages to using it, including the security, which meant that individuals could have access to the part of the system that they needed, with 2 people having responsibility for the whole system. Janet suggested continuing to use the existing systems whilst they got used to Beacon. James said he would start familiarising himself with the system in the next few days.

**10. Other Committee Members' Reports.** Brian reported that he had received two enquiries at the last Monthly Meeting from members wanting to join the Swimming Group.

Eileen reported that she had received an enquiry from a local charity, Lincolnshire Action Trust, advising that they had a variety of volunteer opportunities available to support and mentor individuals involved in the criminal justice system. It was agreed that Eileen would ask Andrea to mention this to members at the Monthly Meeting, if she felt it was appropriate.

**Action EM**

Janet said she would not be at the July Monthly Meeting so Elaine volunteered to assist Eileen with the registration of members attending.

Janet also gave apologies for the July Committee Meeting, as did Eileen, Marcus and Andrea, so it was agreed there would be no Committee Meeting that month, due to lack of numbers and the problem of finding a suitable alternative date.

**11. U3A Workshop.** Janet said the Recruiting and Valuing Volunteers Workshop, which she attended with Andrea, had been a well organised and worthwhile day. Andrea had suggested setting up a sub-committee to discuss the points covered, so it was decided to add this to the September agenda for further discussion.

**Action EM**

**12. Summer BBQ and Social.** Marcus reported that the U3A Choir, which had been rehearsing regularly on a Wednesday evening, for the specific purpose of singing at All Saints, Branston on 29<sup>th</sup> June, would be performing the same repertoire at the Summer Social. He said the accompanist was being paid, and he and his wife provided with their meal, as he was being classed as the guest speaker. He also said 4 of the singers from the church group were not members of the U3A and he asked if they would be able to perform at the Social. After a great deal of discussion, James proposed, and Janet seconded, that they could perform, if they wanted to, if they paid £15 for the BBQ, which is the charge that would be made if a member brought a non-member partner. They could, of course, if they wished, join the U3A and pay the membership fee, and pay £10 for the BBQ. All agreed. Marcus said he would discuss with the singers involved. **Action MS**

James, once again, thanked the sub-committee for all their hard work in organising the Social.

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

**Dates of Meetings**

<b><u>General Meeting</u></b>	<b>25 June 2019 Ken Moore. Mother and Little Willie</b>
<b><u>Hall Preparation</u></b>	<b>Mike Burbidge, Dave Newman, Phil Applewhite</b>
<b><u>Catering</u></b>	<b>Jackie Burbidge, Rachael Eades, Pam Scoffin</b>
<b><u>Next Committee Meeting</u></b>	<b>20 August 2019, 2pm, Thomas Garrett Heritage Rooms, Heighington</b>

**Signed as a true record** .....

**Date** .....