

## BRANSTON AND DISTRICT U3A

### Committee Meeting 20<sup>th</sup> August 2019

#### Thomas Garrett Heritage Rooms, Heighington

**Present.** Andrea White – Chair (AW) Eileen McKelvey (EM) Janet Foster (JF) Elaine Johnson (EJ) James Hewson (JH) Chris Hodson (CH) Brian Sentance (BS) Rick Smok (RS) ex officio member.

- 1. Apologies.** Marcus Stead, Denis Stubbings
- 2. Minutes of the Previous Meeting.** The Minutes, having been circulated to all members, were taken as read and confirmed. Proposed Chris, seconded Elaine. All agreed.
- 3. Matters Arising.** Andrea commented that nothing had so far been done by the U3A to mark the 400<sup>th</sup> anniversary of the Heritage Rooms, so she said she would provide a short piece from the website. **Action AW**  
She also reported that there had been no feedback from the Neighbourhood meeting held on July 1<sup>st</sup>, so she said she would ask John Tyerman for a copy of the minutes to share with the Committee. **Action AW**
- 4. Chair's Report.** Andrea reported that Alan Croxford, the Equipment Officer, had informed her that the projector had now been fixed, and that it was back in the Pavilion, ready for use.  
She also reported that she had been in email communication with the Third Age Trust (TAT), about whether a Copyright Licencing Agency (CLA) licence was required for the Singing for Pleasure Group. From the replies received Andrea said she believed we did not need a licence, and James added that the pianist for the group already possessed a full music licence.
- 5. Treasurer's Report.** Janet reported that the accounts were in a healthy position, and went through the report to clarify any points. Andrea proposed, and Eileen seconded, that the Treasurer's Report be approved. All agreed.

<b>TREASURERS REPORT AUGUST 2019</b>		
RECONCILIATION OF ACCOUNT FOR PERIOD 1 JULY TO 31 JULY 2019		
OPENING BALANCE AS AT 1.7.19	3641.69	
TOTAL RECEIPTS/INCOME	116.50	
<b>SUB TOTAL</b>	3758.19	
<b>LESS EXPENDITURE</b>	169.60	

<b>BALANCE AS AT 31 JULY 2019</b>	<b>3588.59</b>	
represented by		
Santander Bank Balance 31 JULY 2019	3616.59	
less cheque(s )not yet presented, £8.00, £20.00	28.00	
<b>Balance</b>	<b>3588.59</b>	
<b>items awaiting payment as at 20 AUGUST 2019</b>		
Grant for summer BBQ to social fund . £320.50		
Alan Croxford , reimburse re projector lamp unit £42.99		
Andrea White reimburse re summer bbq expenditure..sweets game. £4		
<b>receipts not yet showing as at 20 AUGUST 2019</b>		
1 x membership £13		
<b>U3A SOCIAL ACCOUNT reconciliation for period 1 JULY 19 to 31 JULY 19</b>		
<b>OPENING BALANCE 1.7.19</b>	631.90	
croquet £327.92, Heritage £200, Social fund £103.98		
<b>payments received croquet</b>	200.00	
<b>chatsworth trip</b>	70.00	
<b>Less expenditure Croquet</b>		
<b>BALANCE AS AT 31 JULY 2019</b>	<b>901.90</b>	
croquet £527.92 , Heritage £200 , Social Fund £103.98 Chatsworth Trip £70		
<b>REPRESENTED BY BARCLAYS BANK BALANCE 31 JULY 2019</b>	<b>901.90</b>	
<b>BBQ payments received but not banked as at 31 July 2019 =£795 (76 PEOPLE)</b>		
<b>3 extra bbq pyts received 5.8.19 = £30</b>		
<b>awaiting authorisation subsidy re BBQ £320.50</b>		
<b>Chatsworth Deposits made by Sue Morris 14.8.19 £775</b>		
<b>AWAITING PAYMENT</b>		
<b>Butcher of Bardney re summer BBQ 79 @ £14.50 =£1145.50</b>		
<b>Branston &amp; District U3A repay loan re Chatsworth Deposit £250.00</b>		

- 6. Membership Secretary's Report.** Elaine reported that several new members had joined and the total membership now stood at 247.
- 7. Groups' Coordinator's Report.** In Den's absence James reported that he and Den had had several discussions with a U3A member about setting up a Railway Group, which would probably involve railway modelling. The member was happy to provide the location for the meeting if they did railway modelling. James said he hoped they would all get together soon to see if the group was going to be viable. **Action JH and DS**
- 8. Programme Secretary's Report.** As Chris would be taking over the role from Marcus she asked when the Committee would need the completed programme for 2020. She said she would aim for it to be ready sometime in October. James said it should then go on the website, and Andrea added that she would bring it to the attention of members at a Monthly Meeting, once it was available to view. **Action CH, JH and AW**
- 9. Website Manager/Newsletter Editor.** James reported that he had heard nothing from John Tyerman, but he said he had sent him details of the visit by the Visits Group to Ketton Quarry, and a wordsearch for inclusion. James also reported that the website was reasonably up to date.

James and Rick then talked through their Proposal to Adopt Beacon Membership Database System document, which they had prepared. The document is attached to the Minutes for information. James reported that those members who had been invited to try it out had been reasonably impressed, although Janet had some reservations as she felt it was a bit fiddly from the point of view of Treasurer's requirements. James said that on most points it seemed to work but some working around problems would be necessary, and the question of who would have access to certain sections would have to be looked at, for security and GDPR considerations.

James proposed, and Brian seconded, that we accept Beacon and suggested notifying members of what was being done, to comply with GDPR. All agreed. James also proposed that we keep the same year end date, as he saw no reason to change it. Janet seconded, all agreed.

Andrea thanked James and Rick for all the work they had done to prepare and present the paper for discussion. She also asked James to produce a standard, easy to understand paragraph to explain to the membership what we proposed doing and how it would impact on them. **Action JH**

- 10. Other Committee Members' Reports.** None. It was at this point, at 3pm, that Marcus was able to join the meeting.
- 11. Summer BBQ and Social.** Marcus reported that all arrangements had been made and everything was under control. James proposed a vote of thanks to the sub committee who had organised everything.
- 12. AOB.** Andrea reminded us that she had copied everyone in to Alan Croxford's letter of resignation from his role as Equipment Officer. It was agreed to add this to the September agenda as it was imperative that a replacement be found. **Action EM**

She also said the Xmas lunch booking forms would need to be prepared so that they could go out to members as soon as possible to give them plenty of time to reply. She said she hoped to send out the email shortly after the Summer Social. **Action JH and AW**

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

**Dates of Meetings**

<b><u>Summer Social and BBQ</u></b>	<b>27 August 2019 Games and U3A Choir.</b>
<b><u>Catering Volunteers</u></b>	<b>Glenys Storey, Gill Hayes, Val Sargeant</b>
<b><u>Next Committee Meeting</u></b>	<b>17 September 2019 2pm, Heritage Rooms Heighington</b>

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

**Date** .....