

BRANSTON AND DISTRICT U3A

Committee Meeting 17th September 2019 2.00pm

Thomas Garrett Heritage Rooms, Heighington

Present. Andrea White – Chair, Janet Foster, Elaine Johnson, James Hewson - Minute Secretary, Chris Hodson, Denis Stubbings, Rick Smok co-opted Member.

- 1. Apologies.** Marcus Stead, Brian Sentance, Eileen McKelvey
- 2. Minutes of the Previous Meeting.** The Minutes, having been circulated to all members, were taken as read and confirmed. Proposed James, seconded Elaine. All agreed.
- 3. Matters Arising.** Andrea confirmed that to mark the 400th anniversary of the Heritage Rooms she had provided an item on the U3A .
She also reported that the next Neighbourhood Meeting would take place at Branston Pavilion on 30th September, hosted by Branston U3A. It was agreed to fund the room hire and refreshments, thought to be less than £20.
James reported that Mike Sharpe was willing to become Convenor of a railway related Group should one be formed.
In response to a question, Chris stated that most of the speakers were in place for the 2020 Monthly Meetings, and the programme would be ready to be published in the near future.
Andrea proposed that as Alan Croxford had resigned from his position as Equipment Officer and in view of his unfailing dedication to the post, he should be presented with vouchers for himself and his wife, Ruth, for afternoon tea at Branston Hall Hotel. Agreed by all. **Action: Andrea**

Chair's Report. Andrea welcomed Rick Smok to the meeting and proposed that he be co-opted onto the Committee and to take over the roles of Groups Coordinator and Equipment Officer. James seconded, all agreed. Rick was thanked for volunteering to take on these responsibilities.

Andrea said that the Summer Barbecue had been very enjoyable and that she had received a number of positive comments, as had other Committee Members. The only negative comments had been that it had not been long enough to enjoy all the activities. It was further commented that the Singing for Pleasure Group had given a splendid performance. Chris was considering a number of options for the Summer event in 2020.

- 4. Treasurer's Report.** Janet reported that the accounts were in a healthy position, and went through the report to clarify any points, including the fact that the loan for the Chatsworth House visit had been repaid. Christmas Lunch bookings and payments had begun to be submitted. She reported that the Gift

Aid payment had been delayed as the claim had been not been completed, but had now been received. However, the expected invoice for TAM magazine had not yet been received and she was making enquiries with TAT. Andrea proposed, and Elaine seconded, that the Treasurer's Report be approved. All agreed.

TREASURERS REPORT SEPTEMBER 2019	
RECONCILIATION OF ACCOUNT FOR PERIOD 1 AUGUST TO 31 AUGUST 2019	
OPENING BALANCE AS AT 1.8.19	3588.59
TOTAL RECEIPTS/INCOME	263.00
SUB TOTAL	3851.59
LESS EXPENDITURE	399.88
BALANCE AS AT 31 August 2019	3451.71
represented by	
Santander Bank Balance 31 August 2019	3502.70
less cheque(s)not yet presented, £8.00, £42.99	50.99
Balance	3451.71
items awaiting payment as at 17 SEPTEMBER 2019	
chq September speaker Loretta Rivett £85	
repay E Johnson re Summer social BBQ expenditure ..amount not yet confirmed	
item awaiting receipt not yet showing on bank statement	
gift aid reclaimed £516.79.....credited 16.9.19	
U3A SOCIAL ACCOUNT reconciliation for period 1 August to 31 August 2019	
OPENING BALANCE 1.8.19	901.90
croquet £527.92 , Heritage £200 , Social Fund £103.98 Chatsworth Trip £70	
payments received croquet	250.00
chatsworth trip	775.00
summer BBQ& Social	1151.89
sub total	3078.79
Less expenditure	
summer BBQ & Social	1151.89
chatsworth..repay loan	250.00
BALANCE AS AT 31 August 2019	1676.90
croquet £777.92, Heritage £200, Chatsworth £595 , Social Fund £103.98	
REPRESENTED BY BARCLAYS BANK BALANCE 31 August 2019	2822.40
less cheque not presented	1145.50
Balance	1676.90

- 5. Membership Secretary's Report.** Elaine reported that one new member had joined and the total membership now stood at 247. The names of 3 Members who had, or were about to, receive hospital treatment were named. Elaine would contact them.
- Action Elaine**

6. Groups' Coordinator's Report. Den reported that he had received several requests from Members of other local U3As wishing to join the Swimming Group, and because of the number of our own Members in the Swimming Group, he has declared it closed to outside requests in order to avoid difficulties with the hotel.

As Den was stepping down as Groups Coordinator, with Rick taking on the role, it was suggested that a Group Convenors' Meeting would be needed in order to introduce Rick to Convenors and to demonstrate the use of Beacon Membership system for their use, as well as to thank them for their work. It was agreed that the meeting take place on 29th October at 2.00pm at the Village Hall (for internet access). Refreshments would be provided.

[At the close of the meeting, Den was presented with a small gift in recognition of his service as Groups Coordinator.]

7. Programme Secretary's Report. Having previously stated that the 2020 programme was taking shape, Chris had nothing further to report.

8. Website Manager/Newsletter Editor. It was reported that John Tyerman had indicated that he had some material for the next Newsletter, but had not received any text report on the barbecue. It was also noted that he was still receiving material from only a small number of Members. It was thought that a request for suggestions as to what Members would like to do for the 2020 August Social Event should be included in the Newsletter; suggestions to be directed to Chris.

James reported that Beacon was now live as of 8th September, with Members' details having been migrated, and Groups and their Members being inputted by James and Rick who both had administrator privileges. The first new Member had also been recorded successfully. Access and training of users needed to follow, beginning with Committee Members and then Convenors. The events calendar link to the website had been tested successfully. The portal for Members to access their personal data and see their own calendar would be looked at some stage, and it was hoped that the financial module would be initiated at the beginning of the next Membership year.

James had circulated an update to the Data Protection Policy, together with a data access disclaimer to be signed by all Members with access to the system. Both were accepted unanimously (proposed by Den, seconded by Rick).

9. Other Committee Members' Reports. None.

10. U3A Volunteering Workshop/Volunteers for Committee. Andrea expressed concern that there was no Vice Chair in post so far into the Membership year and reminded the meeting of material from the Volunteering seminar that she

and Janet had attended earlier in the year. Discussion included the possibility of having a presentation and discussion at a Monthly Meeting, possibly together with mini-presentations from Groups or Members on various topics of interest. It was agreed that a subgroup be formed to plan such an event, with Andrea, James, Janet and Rick as subgroup members. The subgroup to meet on Thursday 3rd October at 7pm at Andy's house.

- 11. Committee Meeting Scheduling.** Andrea suggested that there should be consideration of frequency of meetings. The Constitution demanded a minimum of eight meetings per year. It was suggested that as a trial, the Committee meet in October, December and February. Proposed by Den, Seconded by Rick, all agreed. Hall bookings would need to be changed.

Action Eileen

It was also suggested that the Committee consider reducing the terms for Vice Chair and Chair to 1 year each in the hope that it would be more appealing. This would necessitate a change to the Constitution and would be considered more fully in due course.

- 12. AOB.** James reported that the latest new Member had been a professional musician and might be considered as the entertainer for the 2020 Christmas Lunch.

At this point, Den was presented with a gift in respect of his term as Groups Coordinator.

There being no further business, the meeting closed at 4.10pm.

Dates of Meetings

<u>Monthly Meeting</u>	24 September 2019 Loretta Rivett on Lincolnshire dialect.
<u>Catering Volunteers</u>	John Still, Rachael Eades, Jill ????
Hall Preparation	None as at 17/9/2019
<u>Next Committee Meeting</u>	15 October 2019 2pm, Heritage Rooms, Heighington
Signed as a true record
Date