

## BRANSTON AND DISTRICT U3A

Committee Meeting 15th October 2019 2.00pm

Thomas Garrett Heritage Rooms, Heighington

**Present.** Andrea White – Chair, Janet Foster, Elaine Johnson, James Hewson - Minute Secretary, Chris Hodson, Marcus Stead, Brian Sentance, Rick Smok - Co-opted Member.

**1. Apologies.** Eileen McKelvey

**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.** It was queried whether Deputy Convenors should have been invited to the Convenors' Meeting on 29<sup>th</sup> October, and it was accepted that it had been an oversight, partly due to not having found a satisfactory means of adding Deputy Convenors to Groups in Beacon. This to be remedied as soon as possible with James to contact the Beacon Team for a solution. **Action : James & Rick**

Following a query, it was pointed out the move toward having Committee Meetings for eight months each year was experimental and dependent on the amount of business to be discussed.

A message of thanks had been received from Alan Croxford for his leaving gift.

**4. Chair's Report.** Andrea reported that 12 members had applied to join the University & Stokes Lawn Lincoln Heritage project, with 6 having attended a meeting. There was some uncertainty as whether there were sufficient spaces for them all.

**5. Treasurer's Report.** Janet tabled the accounts to 30<sup>th</sup> September and explained the entries, including the resolution of the missing TAM invoice. 45 bookings for the Christmas Lunch had been received to date. Marcus proposed, and Brian seconded, that the Treasurer's Report be approved. All agreed.

It was also agreed that the main account would make up any shortfall in the £100 tip for the Christmas Lunch – Marcus proposed, James seconded.

<b>TREASURERS REPORT OCTOBER 2019</b>	
RECONCILIATION OF ACCOUNT FOR PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2019	
OPENING BALANCE AS AT 1.9.19	<b>3451.71</b>
TOTAL RECEIPTS/INCOME	603.79
<b>SUB TOTAL</b>	4055.50
<b>LESS EXPENDITURE</b>	<b>618.33</b>
<b>BALANCE AS AT 30 SEPTEMBER 2019</b>	<b>3437.17</b>
represented by	
Santander Bank Balance 30 SEPTEMBER 2019	4007.42

less cheque(s )not yet presented,£440 TAT Direct Mail, £85, £37.25, £8	570.25
<b>Balance</b>	<b>3437.17</b>
<b>items awaiting payment as at 15 OCTOBER 2019</b>	
chq OCTOBER SPEAKER..free of charge	
CHQ NOVEMBER SPEAKER..Happy Hooves EAL CIC £50	
chq Friends of the Garretts Charity £20 room hire	
<b>item awaiting receipt not yet showing on bank statement</b>	
membership A Pickersgill £4.75	
<b>U3A SOCIAL ACCOUNT reconciliation for period 1 SEPTEMBER TO 30 SEPTEMBER 2019</b>	
<b>OPENING BALANCE 1.9.19</b>	1676.90
croquet £777.92 , Heritage £200 , Social Fund £103.98 Chatsworth Trip £595	
payments received croquet	
chatsworth trip	
summer BBQ& Social (cash from main acct)	11.54
<b>sub total</b>	<b>11.54</b>
<b>Less expenditure</b>	
summer BBQ & Social (paid by cash)	11.54
<b>BALANCE AS AT 30 September 2019</b>	<b>1676.90</b>
croquet £777.92, Heritage £200, Chatsworth £595 , Social Fund £103.98	
<b>REPRESENTED BY BARCLAYS BANK BALANCE 30 September 2019</b>	<b>1676.90</b>
less cheque not presented nil	
<b>Balance</b>	<b>1676.90</b>
£860 paid in christmas lunch 10.10.2019 not showing on bank statement	
£200 paid in croquet acct 1.10.2019 not showing on bank statement	
<b>awaiting payment</b>	
Croquet ..lawn mowing Branston PC , lawn maintenance ...awaiting invoices	
Chatsworth Trip ..Chatsworth House Trust £390	

**6. Membership Secretary's Report.** Elaine reported that one new member had joined and the total membership now stood at 248. A further 5 application forms had been requested and those applications were anticipated in the near future.

**7. Groups' Coordinator's Report.** Rick reported that he had contacted Mike Sharpe re the proposal to set up a railway-related Group, and initial details would be disclosed at the Monthly Meeting. Rick also had had contact with Valerie Perry re the Swimming Group and was to contact Branston Hall Hotel to clarify the situation, including the possibility of insisting that U3A badges be displayed at each attendance. The proposed Convenors' Meeting on 29<sup>th</sup> October was discussed with Rick reporting that he had received very few meaningful responses to the invitations. In addition to a

demonstration of Beacon and explanation of its advantages to Convenors and Members, it would be important to remind Convenors that Group Members MUST be U3A Members once they had attended a Group or Groups for more than two sessions. It was thought that a Group or Groups had Members who were not registered with Branston U3A, and that needed to be resolved.

- 8. Programme Secretary's Report.** Marcus reported that a member of the Security and Fraud division of the local police would be speaking at the October Monthly meeting, although there was some confusion as to precisely who it would be. Marcus also had had conversations with several Chocolatiers, but in the end, none was available for the November meeting. However, a member of the Happy Hooves charity had agreed to speak, and would be bringing a colleague and some animals. The Membership to be warned that animals would be present.
- Chris reported that she was still open to suggestions for the 2020 Summer Event. Andrea would canvass preferences from the Membership. Otherwise most of the year's programme was ready to publish on the website. **Action : Chris, Andrea & James**

- 9. Website Manager/Newsletter Editor/Beacon Administration.** It was reported that John Tyerman had produced another excellent Newsletter, which had been emailed to Members and was available on the website. James said that he had had an approach asking for printed copies to be made available, but after discussion, including the observation that when they had been made available, multiple copies had been taken by email-recipients, including instances of multiple copies per household. It was suggested that there would be too great a drain on resources if this were to be repeated.
- James stated that he had done little recent work on the website, other than moving the Beacon Calendar to the Events page. Rick had some Groups' descriptions to be amended on the website, which were handed to James. **Action : James**
- On Beacon, James said that at the recent Neighbourhood meeting, he had posed the question as to whether there would be any problem if Honorary Members (those paying capitation to other U3As and attending only 1 single Branston Group or Monthly Meetings) be required to pay a small administration fee, and it was proposed by Chris, seconded by Brian, that £2 per annum be charged from February 2020, probably to be paid in cash via Group Convenors.
- It was pointed out that Members needed to be reminded of the need to notify the Committee of changes to contact details.
- At Andrea's instigation, James and Rick were thanked for the time they had expended in maintaining the old Membership Database and introducing Beacon.

- 10. Other Committee Members' Reports.** Janet commented that having attended the recent Neighbourhood meeting, she was disappointed at how few local U3As were represented as it had the potential to be a good forum for exchange of ideas. It was suggested and generally agreed that 2 or so Committee Members should be encouraged to attend, in addition to our Representative, John Tyerman.

Following the Neighbourhood meeting, a certificate marking the 15<sup>th</sup> anniversary of Branston & District U3A had been sent, and it was suggested that there should be a celebratory birthday cake at the next AGM.

- 11. ICE: In Case of Emergency contact details.** Following the meeting to discuss Valuing and Recruiting, concern had been raised that the use of ICE apps on smartphones should be promoted, with advice given by James, Rick any other technically minded Members. There was also the possibility of printing the ICE details on the back of badges. Andrea to include reference to this in the Monthly Meeting reminder, and it would be included in Membership Renewal notices to remind Members to report any changes to emergency contact details. **Action : Andrea, James, Rick**
- 12. Recruiting New Members.** Andrea reported that the subcommittee had met and some ideas had emerged, but there was great concern that no Vice Chair had been found from amongst the Membership. Members seemed not to understand that the U3A could cease to exist if a Vice Chair was not found in the near future, and this was to be emphasised.  
James had volunteered to write articles for Sheepwash Times and Branston Parish Magazine in a bid to encourage new Members. **Action : James**
- 13. Welcome Letter.** It had been suggested that the inherited welcome letter was too formal and needed revision. Elaine had begun to rewrite it, and a subgroup would complete the process, with further discussion at December's Meeting.
- 14. TAT/U3A Open Day 3<sup>rd</sup> June 2020.** This item postponed until December meeting.
- 15. AOB.** There were no items or other business and the meeting closed at 4.05pm.

#### Dates of Meetings

<u>Monthly Meeting</u>	<b>22 October 2019</b> <b>Police Representative on Crime Reduction and Fraud.</b>
<u>Catering Volunteers</u>	<b>Anne Kennedy, Lynne Snelson, Jeanette Spice</b>
<u>Hall Preparation</u>	<b>Mike &amp; Jackie Burbidge</b>
<u>Next Committee Meeting</u>	<b>17 December 2019 2pm, Heritage Rooms, Heighington</b>
<b>Signed as a true record</b>	.....
<b>Date</b>	.....