

BRANSTON AND DISTRICT U3A

Committee Meeting 18th February 2020

Sports Pavilion, Branston

Present: Andrea White – Chair (AW) Eileen McKelvey (EM) Janet Foster (JF) James Hewson (JH) Elaine Johnson (EJ) Chris Hodson (CH) Brian Sentance (BS) Rick Smok – Co-opted Member (RS) Doug Brooks - Observer

Before opening the meeting Andrea welcomed Doug Brooks, who was attending as an observer. She explained that standing orders state that members could attend as observers but not take part in Committee business. Doug confirmed that he was just attending as an observer. She also stated that the Committee had some sensitive items to discuss under AOB so would be grateful if Doug could leave before this item.

- 1. Apologies.** Marcus Stead

- 2. Minutes of the Previous Meeting.** The Minutes, having been circulated to all members, were taken as read and confirmed. Proposed James, seconded Chris, all agreed.

- 3. Matters Arising.** Re item 13, James confirmed that the Railway Group would be looking for a grant, but as he did not yet have all the necessary information, he said he would request it be discussed at a later Committee Meeting.

- 4. Chair’s Report.** Andrea offered a vote of thanks to both James and the Committee for admirably taking over whilst she had been on extended absence. She said she felt sure the members appreciated the Committee’s efforts as much as she did.
Andrea went on to thank James for the articles he had been placing in the Sheepwash Times and Branston Newsletter as part of our recruitment drive. She said she felt sure they were responsible for the increase in new members.
She reported that she had received a letter from the Chair of Third Age Trust (TAT), which outlined their medium term development plan with details of revamping the logo and dropping the ‘University’ from all of their materials. (A copy of the letter is attached).

- 5. Treasurer’s Report.** Janet reported that at the end of the financial year the balance of the main account was £3087.36, and of the Social Account was £437.25. She said she had prepared the end of year accounts ready for auditing and the main account would go to the auditors the following day. She said the Social Account was currently with Andrea for approval.
Andrea thanked Janet for all her hard work in producing a really comprehensive end of year account. Rick proposed, and James seconded that the Treasurer’s Report be accepted and should go to the auditors. All agreed.

TREASURERS REPORT February 2020	
RECONCILIATION OF ACCOUNT FOR PERIOD 1 January to 31 January 2020	

OPENING BALANCE AS AT 1.1.20	3085.57
TOTAL RECEIPTS/INCOME	106.00
SUB TOTAL	3191.57
LESS EXPENDITURE	104.21
BALANCE AS AT 31 January 2020 end of financial year	3087.36
represented by	
Santander Bank Balance 1 February 2020	3158.60
less cheques not presented £21.24, £30, £20	71.24
Balance. End of year balance reconciled	3087.36
awaiting payment/paid out	
chq 222042 £32 Branston Recreation Ground. Room Hire committee meetings Feb/March	
chq 222043 Alan Stennett £65 February Speaker	
Paid in since 1 February	
all renewals & new members up to 12 Feb	
U3A SOCIAL ACCOUNT reconciliation for period 1 January to 31 January 2020	
OPENING BALANCE 1.1.20	437.25
croquet £133.27 , Heritage £200, , Social Fund £103.98 Christmas Lunch Nil	
payments received	NIL
sub total	437.25
Less expenditure	NIL
Croquet	
BALANCE AS AT 31 January 2020 end of financial year	437.25
croquet £133.27 , Heritage £200, , Social Fund £103.98 Christmas Lunch Nil	
REPRESENTED BY BARCLAYS BANK BALANCE 31 January 2020 reconciled	437.25

6. Membership Secretary's Report. Elaine reported that the total membership to date stood at 258. She said there had been 32 non renewals, 14 members definitely leaving the U3A and 16 new members. She also said she had 2 more potential new members. James said he was anticipating receiving more cheques at the February General Meeting.

7. Groups' Coordinator's Report. Rick reported that Tony Cross had now officially taken over the Croquet Group from Trevor Morris and that he had amended the information sheet provided at the monthly meetings, and had updated Beacon. He also said Tony and his deputy had a date to be trained on Beacon.

He also reported that the visits programme for 2020 was now available on the Group Info Sheet, on Beacon and on the website.

He also said that the Group Delete function had been removed from Group Leaders' permissions on Beacon, after problems had been encountered.

The requests of all new members to join various groups had been added to Beacon, and they and the relevant group convenors had been informed. Those members either leaving the U3A or individual groups had been similarly processed.

He reported that some group convenors had again commented on the growing trend for members not sending apologies when they were unable to attend meetings. James commented that members had again been reminded of this quite recently. Andrea suggested that we continue to drip feed this information, especially as we gained more new members.

Rick commented that at the previous General Meeting the Village Hall PA system had been used very successfully, utilising the radio mics. He proposed continuing to use this system, especially as set up took only about 5 minutes. All agreed.

8. Programme Secretary's Report. Chris said the February speaker was definitely coming, but she had not yet received a reply as to whether he needed any special equipment.

She said speakers for the September and October meetings had now been booked, but she was still awaiting confirmation from the potential speaker for November. She said she would give James the additional details to be added to the website. **Action CH**

9. Website Manager/Newsletter Editor's Report. James said that he had nothing further to report on the newsletter.

James said the website was not completely up to date but this was, to some extent, because he had not been receiving all relevant information from group convenors.

He said that Beacon seemed to be working well with regard to membership renewals, new members and finance.

Andrea asked if there should be a follow up session on Beacon for convenors, with Rick advising it would be best to wait until after the Open Day. James said that convenors should be reminded that support was always available from himself and Rick. **Action JH**

10. Other Committee Members' Reports. None.

11. TAT Open Day. Andrea thanked James and the Committee for leading and taking part, in her absence, in the initial Planning Meeting on 12th February for the TAT Open Day on Wednesday 3rd June. That meeting had been attended by 25 members, with lots of ideas forthcoming to take the project forward.

She reported that TAT would be producing publicity materials, hopefully early in March at which time she would order posters and other items, all free, that might be useful. She said she had been impressed by the leaflet produced by Barnsley and District U3A, and suggested that we based ours on their format.

She also reported that there was an Action Plan available from TAT which was very helpful, and there would soon be a Marketing Plan.

4 members had volunteered to be members of the Steering Committee, and it was agreed that the first meeting be arranged for Wednesday 4th March, from 2-4pm in the Sports Pavilion. James said he would check that it was available and he and Andrea would create the agenda. **Action JH and AW**

James said he had received emails from several individual members and group convenors offering to help in various ways.

Rick said he was planning to email Group Convenors to canvas their ideas. **Action RS**

Janet said there were grants available from TAT, one for £100, specifically for the 2020 Open Day, and one for £200 in respect of future Open Days. Andrea said she would investigate and make the applications. **Action AW**

Doug asked if there was any cap on membership, as there had been previously, and was told there was no cap, and no upper or lower age limit. He also asked if it would be possible for the U3A to share information about Support Networks to members, as he was sure many would find that very useful. Andrea said she would look into it and get back to him.

Action AW

12. Summer Social. It was agreed that Chris and James should collaborate on the wording of the booking form for the Summer Social to Hardwick Hall. It was also agreed that the cost of the coach should be subsidised at the rate of £5pp. Chris reminded us that it would be necessary for at least 15 non National Trust members to attend to get the group rate. Chris and James would liaise in time for the booking form to be ready for April. Janet said she would be happy for completed booking forms and payments to be sent to her.

Action CH and JH

13. AGM Schedule. It was agreed that the order of service for the AGM should be as follows:

- 2.00pm Start with the performance by Branston Junior Academy children
- 2.30pm Refreshments for children and members
- 3.00pm AGM Business
- 3.15pm Finish

Chris said she would be liaising with Mrs Shaw, the Head Teacher, to establish how many children would be coming and to let her know who would be in charge of them on the day.

Action CH

14. Newsletter Copies. James had reported that a member had complained that there were no printed copies of the Newsletter available. After some discussion Rick proposed and Eileen seconded, that we continue with the current policy of members themselves printing off the Newsletter from their email, if they so desired. All agreed.

15. AOB. The Committee discussed Andrea's proposed resignation as Chair and the ongoing implications for the continuance of the U3A. It was agreed that Andrea would write to the membership informing them of her decision and that unless a member came forward to take the positions of Chair and Vice Chair we would have to follow advice from TAT and disband our U3A. This would involve handing over all our assets to TAT. Andrea explained that she fervently hoped that a solution could be found to save the U3A and would hate it if it ceased to exist because of her resignation. She assured

the Committee that she would do everything she could to ensure that the U3A continued, but the simple answer would be for 2 members to come forward. James at this point declared what a tremendous job Andrea had done to support him and the rest of the Committee over the previous 3 years.

There was some discussion about changing the Constitution, initially just to change the length of office tenure for the Chair and Vice Chair to a maximum of 2 years. Chris proposed and Brian seconded that this be put to the membership. All agreed.

After some discussion about adopting the Model Constitution, it was suggested by James, and agreed by all, that this decision should be made after the election of a new Chair and Vice Chair.

Janet reported that she had received a request for a grant from the convenor of the 5 Milers Walking Group, with regard to the Walking Challenge to be held on 20th May. At this point Brian declared a conflict of interest as deputy convenor of the group, so did not take part in the discussion. Janet proposed and Elaine seconded that a maximum of £100 be offered to pay for hire of the church hall, food stuffs and other sundry items. All agreed.

Janet reported that the next Neighbourhood Meeting would take place on 28th February, and Janet and James said they would attend. As there had been minimal response from neighbouring U3A's about their invitation to take part in the Walking Challenge, Rick asked them to mention it at the Meeting.

Action AW and JH

Janet also reported that there would be an East Midlands U3A Conference in April, including workshops, but as this coincided with the date of the April Committee Meeting, no Committee member would be attending.

James reported that he had received an email from the Croquet Group, asking if they could apply for a grant for new equipment. Although this was only normally given as a start-up grant he said he had sent a copy of the grant application form.

There being no further business the meeting closed at 4.15pm.

Dates of Meetings

General Meeting

25 February 2020

Alan Stennett Lost Railways of Lincolnshire

Hall Prep

Dave Newman, Phil Applewhite

Catering Volunteers

Jeanette Spice, Chris Stubbings, Daphne Jones

Next Committee Meeting

17 March 2020 2pm, Sports Pavilion, Branston

Signed as a true record

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Date

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(Attachment from Chair's report – Letter from Ian McCannah, Chair of Third Age Trust)

Dated 10 January 2020

Dear U3A Committee Members,

Firstly a happy and peaceful New Year to you all. This letter starts U3A 2020 with a number of significant developments for our movement.

Late last year the Trust started to implement its medium term Development Plan after a two year period of consultation with all parts of the U3A movement. High on the list of recommendations was the need to raise the profile of the U3A movement and to make it more accessible to third agers. We have put into effect a number of initiatives to achieve these objectives.

As a first step we dropped the term University of the Third Age from our logo and its usage in the way we describe ourselves. This was widely recognised as being a barrier to membership of people who otherwise would benefit from participation in U3A and who bring the benefits of diversity to the movement. It has been replaced by the strapline Learn, laugh, live.

The aim is to establish "U3A" as a recognised and acknowledged leader in positive ageing for the wellbeing of older people and the communities in which they live. This will take time but a number of activities are now being started that will work towards this aim. For example, establishing working partnerships with other organisations that have similar aims to our own.

We have also launched a day of celebration for the movement both locally and nationally. From the feedback received to date, many U3As throughout the UK will be celebrating U3A Day on the 3rd June 2020 with local events. The Trust will be supporting these events as well as staging national events and seeking press and social media coverage for this day of celebration.

At the same time, we have started to look at the way we project ourselves through our visual imagery. We are working with a graphical design agency, NotOnSunday, the people behind the very successful rebranding of the Scouts movement, to refresh the way that we project ourselves. This will establish a unique house style for U3A, projecting the diversity and depth of what we do and the way we do it. This will impact on all aspects of promotional media material and merchandise including our digital presence.

The first phase of this re-branding project will be the availability of new artwork to support U3A Day which we plan to have available by February 2020. We are also undertaking more wide-ranging research into attracting a broader and more diverse membership through focus groups with both U3A members and potential new ones.

These changes are necessary to sustain and broaden the movement. We believe that they are responsive to members wishes to see the Trust project U3A for what it is – a movement for a dynamic, exciting and ultimately fulfilling way of living.

We will keep you posted over the coming months as the work progresses. You will however start to notice these differences in the way we project ourselves as we enter U3A 2020.

All the best,
Ian McCannah,
Chair, Third Age Trust