

**BRANSTON & DISTRICT u3a**  
**COMMITTEE MEETING TUESDAY 16 JANUARY 2024**  
**BRANSTON SPORTS PAVILION 2PM**

**Present:** *Jane Haresign (Chair JH), Janet Foster (JF), Anne Pickersgill (AP), Rick Smok (RS), Robert Waltz (RW), Katie Baldwin (KB), John Simpson (JS), Nick Dawes (ND).*

Jane welcomed John Simpson and Nick Dawes who have expressed interest in the Committee.

- 1. Apologies:** *Eileen McKelvey (EM), Margorie Barr (MB)*
- 2. Minutes for Approval and Matters Arising:** The November Minutes were approved, having previously been sent to all Committee members for comments and amendments. All agreed. A copy was signed by Jane, to be passed to RS for inclusion on the website. No matters arising.
- 3. Chair's Report:** Jane reported that she was very pleased with the success of the Christmas Afternoon Tea Dance. She has had several very positive emails in response to the email she had sent to all u3a members after the event. Sue Kind had phoned to thank the u3a for the card and tip which she will pass on. Jane, in turn, thanked her for the lovely food and service.

Jane had taken the u3a Christmas tree to Church at the allotted time and collected as requested a week later, 2nd December. She was very surprised to see that the other Christmas trees were still in situ when she went with school to the carol concert on 7th December. Apparently it had been agreed that they could stay up longer but the u3a had not advised. She will bring the matter up when the u3a are invited to put the tree up next year.

With regard to the village hall, the u3a now have the personal mobile number of the booking clerk in case there are any further problems with the access code and times for auto locking. Now Jane has been relieved of the role of hosting the monthly meetings by John Tyerman, she would

like to take a more positive role in getting to know members/prospective members. She also considers she should learn the role of treasurer by shadowing Janet this coming year so she could act as “caretaker” for the role if the u3a have volunteers for the position by the time Janet has to stand down. She also believes she should be aware of what the roles of all committee members entail.

Jane plans to enlist a team of helpers to assist in representing our u3a at events, especially u3a day/week. Bridget Doherty, who responded to the “Save our u3a” email, has agreed to do this.

**ACTION JH**

- 4. Treasurer’s Report:** Janet presented reports for December 2023, due to there being no Committee meeting this month, and January 2024. She reported that both had been quiet months. The balance on the main account for December 2023 was £3410.94 with the Social account at £1304.43. For January 2024 the main account balance was £3410.94 with the Social account at £729.06. Cheques totalling £160 were awaiting payment from the main account.

Janet reported that, she had begun to prepare the year end accounts, the Assets Register has been updated and, the Convenors returns were underway.

**ACTION JF**

- 5. Secretary’s Report:** Anne reported that KB has now been inducted. The Charities Commission has been updated in respect of the resignation from The Committee of Diane Prettie and addition of KB.

Anne reported that she has been receiving numerous general queries about the u3a via the web site. She would like to send u3a fliers to the Human Resource departments of large companies such as Siemens and University of Lincoln.

Anne continues to prepare documents for the upcoming Annual General Meeting (AGM) in accordance with the previously circulated timetable.

Anne raised the point that the u3a contact number on the Charities Commission web site is the generic mobile number for the phone held by JH. JH is to check for voicemail messages and ensure the phone is in working order.

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**ACTION AP/JH/KB**

**6. Membership Secretary's Report:** RW reported that Membership Statistics 15th January 2024 are:

Members by status

Current 259

Deceased 5

Lapsed 1

Resigned 57

Total 322

Current members by class

Affiliate 5 2%

Honorary 5 2%

Individual 121 47%

Joint 128 49%

Total 259

Email 254 98%

Two new members will join in the new financial year. Julia Lambert and Steve Green have sent in their application forms and money which is being held in check until the year start on 1 February

Prospective members

Ten prospective member were either seen at the last two meetings or made contact via email.

Linda Hudson via email to RW 24th Dec, having surgery in Jan will come to Feb meeting.

Shelley Arnold via Katie Baldwin and Penny Edwards via Lynn Snelson were given Membership Application forms at November meeting. Stephen Marshall and Chris Pierce were guests at that meeting also interested.

RW had followed up on Angela Woodward (17 Oct enquiry for Scrabble) on 15th January. Currently has medical problems, will come when resolved. Gill Petherham has been sent membership details and forms on 3rd October. A positive reply was received on 7th. This was followed up on 15 Jan with new fees & Membership Application forms. Helen and Jim Tennant, via RH on 10th October, had been given details on how to join or to come to the October meeting – a no show. Martin Foster, introduced by Neil Tuplin at the October meeting, was given Membership Application form.

**Resignations.**

Alan and Mary Tibble have moved to East Sussex – reply to Data Update – marked on Beacon as resigned.

Since the Membership reminders, Sally and Martin Woolley, MaryAnn Williams and Joyce Hackney have replied they will not be renewing. RW will hold off updating Beacon for them for the moment.

**Members Data Confirmation / Update:** A blanket request was sent out on 31st November 2023 including Gift Aid validity. To date out of 259 members RW has received 81 responses. 13 responded with new phone numbers or contact email addresses for which have been updated on Beacon. 4 members requested to see their data which RW action by providing screen shots and secure pdf's to send to them.

**Membership Renewals:** Following the Renewals meeting with JF and RS on the 5th January the current "Reminder" templates on Beacon will be updated regarding fees. The renewal reminder was sent out to members on 9th January. Membership Application and Gift Aid Forms have been updated and are now on the website.

The committee discussed an email received by RW from Connect to Support, Lincolnshire. It was decided that this is not an appropriate platform to advertise the u3a.

**ACTION RW**

- 7. Welfare Officer's Report.** No report was presented. AP raised the issue that cards should be sent to Eileen McKelvey and Diane Prettie. It was raised and agreed that flowers should also be sent to Eileen in recognition of the services she gives to the u3a on her return from her daughter's. RS will advise when Eileen is home. MB will attend to the cards.

**ACTION MB/RS**

- 8. Group Coordinator's and Website Report:** RS reported that:

Archaeology, Ancient and Medieval (AA&M)

Sue Morris has now stood down as the convenor of this group. Mo Ille has agreed to present the talks as long as someone else carries the administration burden. With no volunteers from the group RS have decided to carry out this duty and have already booked the pavilion for 2024 and the Parish Council office has his details for invoicing purposes.

Mo Ille has told the group the emphasis will now focus on art through the ages from cave paintings to medieval illuminated manuscripts. The group name will now be Art, Ancient and Medieval.

A letter has been sent to all members of the group explaining the move and so far only two people have removed themselves from the group.

Chess

Peter Sherlock who is the convenor for this group has informed me that the venue they use (Wagon & Horses Public House) has now closed and Peter has decided to close this group. Accordingly, RS has now removed this group from the website and Beacon.

There were two members who were exclusive to this group. It is hoped that they will remain members of the u3a. (1x Honorary, 1x Affiliate).

Luncheon Club

On 14th December Angela Applewhite gave RS formal notice that she has resigned as the convenor of this group. RS has sent a letter to all 20 members asking for a volunteer to take over and given them a cut-off date of 1<sup>st</sup> January 2024.

RS reiterated to the group that the only duty is to produce a calendar for 2024 and get the members to nominate a month they would organise a meal. Nobody has come forward. Therefore, he has reluctantly closed this group down and removed it from the website and Beacon.

Only two members were exclusive to this group. It is hoped that they will remain members of the u3a. (1x Joint, 1x Individual).

Cycling Club. Issues were discussed regarding the contact with this group and it's affiliation with the u3a. RS is to contact the convenor reminding them of their duties/responsibilities to the u3a with regard to the running of the group.

## General

In December RS instigated an Interest Sheet review as he does each year. Out of 30 groups he has received 19 replies. New interest sheets will be on display from January's monthly meeting.

## Possible new Groups Coordinator

RS has had a discussion with JS who has said he is willing to take over the position at some time. At the moment RS is willing to carry out this duty for his final year on the Committee which concludes in February 2025. JS will shadow RS for the year and act as deputy for the upcoming year, 2024.

## Website

All group information pages have been updated from the Interest Sheet review.

AP and KB have now updated the Motion Proposal Form and the Committee Nomination Form to reflect 2024. These are now on the website.

RW has updated the Gift Aid Declaration Form and the Membership Form. These are now on the website.

The new fees for 2024/25 are now on the Welcome page of the website.

The new fees will be added to Beacon on 1st February 2024

#### Monthly Speakers List

Having now received the emails from the Chair detailing this year's talks RS has added them to the Calendar of Events in Beacon which can be viewed on the website. Unfortunately, one is incorrect. We have an email asking for a talk at our AGM on 19th March which the speaker has confirmed. Our AGM is the following week 26th. This needs to be rectified with the speaker. JH advised she would act on this matter.

#### TAM Returns

RS has been informed that the 3rd party company that process our TAM returns has gone into liquidation. A copy of the message is below.

"In accordance with our data transfer TAM portal privacy policy which allows us to hold data for 90 days - we will use submitted data for November to dispatch your TAM magazines as the January submission window for the magazine."

**ACTION RS/JH**

- 9. Programme Secretary's Report:** No report was received. The current speakers programme was discussed as part of the previous item and item 11 of this agenda.

**ACTION JH/RS/ND**

- 10. Welcome Nick Dawes and John Simpson.** JH formally welcomed JS and ND.

- 11. Programme Secretary's Resignation and vacant post.** JH advised members of the situation following the resignation of Diane Prettie. JH and JF advised ND of the duties of the post holder and he considered he was able to take on this role. ND was co-opted onto the Committee, effective 16 January 2024, with all members present in agreement. JH/JF

will continue to work with ND to bring him up to speed on the arrangements for the upcoming year.

**ACTION JH/ND/JF**

**12. TAM Data portal.** RS spoke on the subject of generic emails. RS will ensure all generic email addresses are corrected with FastHost to ensure any incoming enquires reach the correct person.

**ACTION RS**

**13. Neighbourhood meeting and generic email addresses.** RS and RW are to attend the upcoming meeting to be held at Welton on 19 January 2024. They will discuss generic email addresses and the new websites at this meeting.

**ACTION RS/RW**

**14. AGM preparation.** Anne reported that the forms necessary for the upcoming AGM are on the web site and will sent to all members. Verbal notice of the AGM will be given to the membership at the upcoming monthly meeting. Notice will also be given to the membership by email.

KB and ND will need to be formally elected at AGM and formal thanks to Diane Prettie for her service to the u3a as a Committee member and Programme Officer.

The Committee discussed either raising the monthly meeting fee from £1 to £2 in 2024 or raising the annual membership fee in 2025. It was agreed that this matter should remain on the AGM agenda as a matter that the wider membership to make a decision on.

**15. Jane Pickersgill.** AP advised that her daughter, Jane, would be giving her very popular talk to a group Bailgate on 20 February 2024. As Jane's talk was so well received by the Branston membership, AP wondered whether members could be advised of the Bailgate event. It was agreed that this could be announced in the next edition of KIT.

**ACTION AP**

**16. Email to all members regarding B&D u3a future.** JH to continue to raise this issue with membership, particularly the need for a Treasurer from March 2025. It was acknowledged that organisations across the board are struggling to get members to take on leadership roles. It was noted



that JS, ND and KB stepping forward together with AP, RS and JF continuing to serve on the Committee, is a great help.

**ACTION JH**

**17. Gilbert and Sullivan (G&S) Concerts at Buxton.** RW advised that information had been received regarding the opportunity to purchase preferential rate tickets for various G&S to be held during August in Buxton. JH had source approximate prices for coach hire. The matter was discussed, with particular reference to the social even usually held in August.

It was decided that the matter would be advertised in KIT with a price guide to see what uptake would be generated.

**ACTION RW/JH**

**AOB:**

**20<sup>TH</sup> Anniversary celebration**

AP reminded the Committee that this year the Branston and District u3a will be 20 years old on 22 March 2024. Previously the Committee had considered providing members with a commemorative pen. This was discussed and it was decided another route to celebrate should be considered. After discussion, it was decided that Marcus Stead (MS) be approached to write a short "Branston and District u3a song" to be launched at the AGM and that an element of celebration be introduced to this meeting following the completion of AGM business.

**ACTION AP/JH**

**Pavilion Keys**

RS advised that there was a need for 2 extra keys for the Pavilion and the storage locker. The cost of these keys would be approximately £10. It was agreed that RS be authorised to purchase the keys and notify the Parish Council of this action.

**ACTION RS**

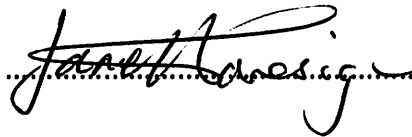
**Printer ink.** RS reported that he had needed to purchase toner for his home printer. He advised that he prints a lot of material for the u3a and asked Committee to consider making a financial contribution to the cost of his toner. JF suggested and, it was unanimously agreed that a donation of £100 be made to RS towards this expense.

**ACTION JF**

**Date of the Next Committee Meeting: Tuesday 20<sup>th</sup> February, Branston Sports Pavilion, 2pm.**

There being no further business, the meeting closed at 16:12

Signed by the Chair as a true record

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Date

20/2/2024

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