

**Burton-on-Trent u3a Committee meeting**  
**Held 4<sup>th</sup> April 2023 at Priory Centre, Stretton, Burton on Trent**

**Present** Mike Payne (chair) Neil Davenport (Vice Chair) Rosemary Marsden (Secretary)  
Bimal Jangra (Newsletter) Janet Heckle (Groups Sec) Mary Corbett (Membership & Events)  
Christine Davenport (Communications) Chrys Smedley (Beacon)  
Janet Payne (accounts administrator) Kathy Hines as prospective treasurer

**Welcome** The chairman welcomed everyone particularly Kathy as prospective treasurer. He reported that he and Janet Payne had met and had discussions with her prior to the meeting and all members were sent Kathy's bio prior to the meeting.

**Approval of minutes** of meeting Tuesday 6<sup>th</sup> December 2022 these were accepted as a true record

**Kathy Hines**

Mike Payne proposed that Kathy be co-opted to the committee, seconded by Christine Davenport and was unanimously agreed. Kathy then briefly introduced herself as all committee members had had comprehensive written statement from her before the committee meeting.

**Proposal** Mike Payne proposed that Kathy be elected as treasurer  
Seconded by Neil Davenport  
There was one abstention

**Matters arising**

*Generic email address for committee /passwords*

Neil Davenport asked that retiring committee members give him their passwords.

He had researched and taken the decision to set up the new email addresses although the previous minutes stated he should go ahead with further investigation and present at next committee meeting. It was reiterated some committee members would require help setting up. He said committee members should not use Gmail after AGM on 1st June

**Chair Report** tabled

The chair was asked why lunches were now coming under the social activities umbrella, when effectively they always had. He said he had met the coordinators and discussed this. All social activities, and lunches are just that, should not be part of the main account and must be self-sufficient.

Janet Payne (accounts administrator) said revenues had been going into the main account which was irregular therefore that was the reason for the change. The chairman said he had made the decision which was brought about circumstances following previous treasurers sudden death. One member of the committee stated this should not have been a one man decision.

**Secretary Report** tabled and attached to minutes.

**Finances /Treasurers Report** tabled report attached to minutes.

Currently there is still no access to some outstanding cheques which should be at the previous treasurers address.

A copy of the death certificate is required by Birmingham Hippodrome to continue using the u3a account. Much discussion followed about alternatives, and the interest groups secretary pointed out that the social activities team want to book for Christmas events

The chairman will contact the family by email to ask for further information

There are also outstanding moneys for the luncheon group.

Concerns were raised about year-end reports – Janet Payne said that the auditors could produce something that would be acceptable both for Burton u3a year end and the charity commission – it was agreed she and Kathy would work together on this.

**ACTION** Mike

**ACTION** Janet / Kathy

**ACTION** Janet / Kathy

**Membership Report** tabled – updated figure 615 as of today

## Events Report tabled

March Tea & Talk was attended by 68 members

**Tea & Talk** Speaker September 2023 by member, Barbara Brooks, on Independent Travel since retiring  
Speaker March 2024 Hannah from The Air Ambulance

**Christmas Party 2023** see attached sheet –

A group coordinator has booked his group lunch for same day as annual Christmas party and for various reasons has refused to change it thus causing a potential clash for members. As a result a heated discussion followed, it was pointed out that it was not on the web pages as the coordinator had checked, this was immediately rectified stating the party is ALWAYS 1<sup>st</sup> Thursday in December. It caused a considerable amount of upset. The thought was that if party is over subscribed then people might go to the lunch or indeed go to both.

Rosemary proposed it was left as it is for this year and committee learn from this, one comment was it leaves the committee powerless however  
Those in favour 5 Against 3 Abstention 2

## Interest Groups Report tabled

A query had been raised about a member with dementia attending a group and being left by a carer. Discussion followed and it was clarified that a carer must always stay, they do not pay to attend. Neil directed everyone to our Equality, Diversity and Inclusion Policy which has been drawn up to comply with the Equality Act 2010. Janet Heckle will inform the person who asked the question.  
**ACTION** Janet Heckle

## Beacon Report tabled

Kathys details will be added to Beacon as treasurer

## Communications Report tabled

An addendum was added to the report relating to request for committee members which, due to delays and incorrect procedures has resulted in the loss of at least one good potential committee member. The chairman apologised for this.

## Publicity / Newsletter. Nothing to report

## Any Other Business

Secretary requested a u3a computer. She explained that on appointment last year the computer that had been handed over was inaccessible/ not useable and Bimal Jangra had looked at it and said it was unusable and removed it. This prompted discussion about who else might need a computer and how much memory etc was needed, it was suggested 8G ram 4 – 8 processor.

Kathy asked how many were required and it was stated that all the officers should have u3a machines, but both the interest groups secretary and membership secretary felt that role should also have new machines.

**Kathy proposed** a subcommittee to research the size, cost etc. of computers  
Seconded by Janet Heckle  
Subcommittee chaired by Kathy with Bimal Jangra / Neil Davenport to report back at the May committee with the aim to have some new machines for the July meeting.

## Refund of social activities monies to late Basil Arnett estate

Proposed by Janet Heckle

As Basil had written cheques for two events which were not paid for at the time of his death Janet thought these should be refunded. Cost was £95.00

Much discussion followed and it was decided to contact the family to let them know the decision, albeit they may not want it or ask u3a to donate to charity. This is not allowable by charity commission.

Chairman will add this to the communication he will have with the family.

**ACTION** Mike Payne

Seconded Bimal Jangra / Rosemary Marsden

It was agreed this will set a precedent and therefore the current policy needs updating **ACTION ??who**

The meeting finished at 11.55 am

**Next Meeting -Tuesday 2<sup>nd</sup> May 2022 at 0930 at The Priory Centre, Stretton. AGM business**