

Minutes of Burton on Trent u3a Committee Meeting Tuesday 1st February 2022 at 10am at The Priory Centre, Stretton

Present: Pat Chamberlain (Chair), Basil Armett (Treasurer), Mary Corbett (Membership/Events), Chrys Smedley (Beacon), Janet Heckle (Groups), Neil Davenport (Committee Member)

- 1 **Apologies:** Christine Davenport and Bimal Jangra
- 2 Minutes were approved for signing
- 3 **Matters Arising:** Trifold leaflets. It was agreed that Publicity committee member would design an A5 leaflet, liaising with Coffee Morning meeter and greeter, and request HelloPrint to do 300 copies as this was the cheapest option. **(Bimal)**
- 4 **Chair Report:** Very little to report this time mostly due to the holiday period. I attended the recent Coordinators meeting which went very well. Several issues arose and have been put on this month's committee meeting Agenda for discussion. In the absence of a secretary, I have produced the agenda for this meeting.
- 5 **Secretary Report:** There is no report as the position is still unfilled.
- 6 **Treasurer Report:** The deficit of £750 has been overcome. Bowling has made a loss of £200. A solution would be to charge members £2. They may look into joining the Bowling Club Membership. The following groups have made a profit and will be allowed to pay £1 rather than the £1.50 at present: Ballroom Dancing, Line Dancing, Photography 1, Singing, Ukulele. Art to go down to £1.50. This change was proposed by Treasurer, 2nd by Groups Coordinator and passed unanimously. Excess resources to be considered at the end of each financial year. A request for 3 free places for Singing Group was rejected after a discussion. Proposed by Membership Coordinator and 2nd by Groups Coordinator that the rule be upheld that there be only 1 free place per group. Passed unanimously.

DECEMBER 2021-JANUARY 2022

MAIN ACCOUNT

BANK BALANCE NOVEMBER 30 **12033.67**

RECEIPTS

XMAS CONCERT RAFFLE	144.00
SINGING	403.50
WINE APPRECIATION	43.00
SCIENCE	36.00
PHOTOGRAPHY 1	76.50
PAINTING	398.00
JAZZ	265.00
SPANISH	103.04
HISTORIC CHURCHES	48.00
ANTIQUARIAN	368.00
CRAFT	19.50
LINE DANCING	69.00
FOLK	33.11
ART APPRECIATION	63.00
BALLROOM DANCING	259.50
UKULELE	106.50
TOTAL	14469.32

PAYMENTS

PCC OF STRETTON RENTS	337.25
PRIORY CENTRE RENTS	203.00
BURTON PARISH CHURCH RENT	20.00
BROOKHOUSE RENTS	247.00

ANSLOW VILLAGE HALL RENTS	33.00
RIVERSIDE CHURCH RENTS	140.00
ROLLESTON CLUB RENTS	275.00
ROLLESTON PCC RENTS	100.00
ST PETERS NETHERSEAL CHURCH VISIT	40.00
ST PAULS SCOPTON CHURCH VISIT	30.00
MALCOLM GOODE SPEAKER HISTORY	40.00
D WILKINSON SPEAKER ANTIQUARIAN	50.00
GRESLEY MALE VOICE CHOIR CONCERT	150.00
HELLO PRINT NEWSLETTER PRINTING	117.98
HELLO PRINT MEMBERSHIP CARDS	23.99
M CORBETT EXPENSES	9.99
J HECKLE EXPENSES	18.99
BANK BALANCE JANUARY 30	12633.12
TOTAL	14469.32

SOCIAL ACTIVITIES ACCOUNT
BANK BALANCE NOVEMBER 30 **8460.97**

RECEIPTS

THURSFORD TRIP	175.00
BALLET	198.00
LUNCHES	2182.10
SUNDAY LUNCHES	671.50
TOTAL	11687.57

PAYMENTS

OLD VICARAGE REFUNDS	1185.00
STATION STREET REFUNDS	690.00
ROEBUCK DRAYCOTT	329.00
NATIONAL BREWERY CENTRE	637.50
WARRINGTONS COACHES	1285.00
CALEY HALL HOTEL THURSFORD	3815.00
THURSFORD REFUNDS ETC	342.00
PANTOMIME TIP	30.00
BANK BALANCE JANUARY 30	3374.07
TOTAL	11687.57

7 **Membership Report:** We currently have 677 members and there are 8 new members included in this figure since our last meeting in December. The new membership form should be online from 1st March with the amended fee £7.50 from £7.00 and it was decided at the Coordinators Meeting to send out a membership form with the newsletter which will hopefully cover any members who do not have computer access. Webmaster to be asked to update the membership form, increasing costs across the board by 50p.

8 **Beacon Report:** Not a lot to report this month, usual un-blocking of emails. Attended the coordinators meeting. As expected, the issue of contact details for group leaders was raised. Please find extracts from the Beacon guide that I have copied. By default, group leaders have access unless members have stipulated on their membership form that they do not wish for their group leaders to have access.

a) *Restricting Access on an Individual Basis*

The Hide contact details from group leaders tick box on the Member Record is provided for members who have specified that they don't wish Group Leaders to be able to see their contact details.

The image shows a screenshot of a form with a yellow background. At the top left, it says 'Emergency contact'. To the right of this is a text input field containing 'Husband 0123 456 7890'. Below the input field is a checkbox that is checked, with the label 'Hide contact details from group leaders'. To the left of this checkbox is the label 'Polls'. Below the checkbox is another checkbox that is unchecked, with the label 'No TAM'.

When this is ticked, Group Leaders are not be able to see the address or phone numbers of the member, although they are still able to send emails to the member.

b) *Restricting Access on a Global Level*

The Hide Address from Group Leaders tick box on the System Settings page may be ticked if your U3A wishes to hide the addresses of all members from all group leaders (except those that have been allocated other Membership privileges).

In line with request from Coordinators meeting, it was proposed by Chair and 2nd by Interest Coordinator that contact details be unticked in Beacon. This was passed unanimously.

- 9 **Interest Groups** Main point to report is the Coordinators Meeting took place as arranged on Jan 18th. I was very pleased with the meeting, and I have had some positive feedback, especially from new coordinators who managed to attend. I have attached the minutes of the meeting and a letter I received. 3 points to be discussed, that arose at the meeting, have been added to the agenda. **Website:** We now have full access to website. All new coordinators have their passwords. **Groups:** A few groups chose to take a longer break over Christmas due to Covid. Rosemary is hoping to start a 3rd Bowling group on Tuesday morning next season. Margaret (Singing) has requested 3 free places each session. I have found a new coordinator for Science and am talking to Mandy to try and sort new coordinator for beginners' French. Reading Shakespeare is moving to the Priory Centre. Arrangements for Computers and Discussion and moving forward. Barry now taken over Lunches. He tells me January's lunch went very well, after the change in venue. **Venues:** I have contacted the fire station again. The reply came back with no new information. Graham, who still wants to hold Philosophy there, has asked for a letter to support the re-opening. Coordinator of History's letter regarding payments to be answered. Pricing is not a matter for members. The committee is the business side of the u3a. They decide the pricing and the AGM agree any changes. Fire Station rooms are hoping to be available in the next 2 months. However, bookings will only be for 3 months at a time. This will impact on Philosophy who need the free space as the group is very small.
- 10 **Events Secretary Report** Janet Crouch, storyteller, has been invited to do the next Talk and Tea on 3 March, and I have emailed her requesting some information that can be sent out to members. Awaiting her reply. At this moment in time, it looks as if we will be able to serve tea and cakes but of course this can all change. Fingers crossed! I have put on the agenda the December event as we need to decide what we are going to do.
- 11 **Communications Report/Secretary** The last two months have seen the usual everyday queries which I have answered. Other queries or changes have been forwarded to the appropriate committee member(s) where appropriate for action. The mail out to the membership regarding the secretary role produced three responses. Unfortunately, having read the role description none were willing to take this on at this time. Would the committee consider it worthwhile sending a second mailing? There are 2 members who may be prepared to do a job share for this position. Chair and Treasurer to liaise with them. There are no other members who have volunteered. **(Pat / Basil)**
- 12 **Group Leaders** access to members contact details. Request from Coordinators meeting. Dealt with under Beacon.
- 13 **Groups Year End** excess funds. Request from Coordinators meeting and dealt with under Treasurer's report.
- 14 **AGM 2022** The executive committee to call this meeting to be held on 9 June. To be advertised in the quarterly magazine.
- 15 **December Talk and Tea** Events coordinator advised that members missed the party last year. It is hoped to do one on 1 December this year. Venues and prices to be investigated. Pirelli or the new room at Branston Rugby Club to be checked out. **(Mary)**
- 16 **Equipment Loan List** Interest Group Coordinator requested that Publicity/Newsletter Coordinator delete the Loan Equipment Form from the website, as it is not used. **(Bimal)**
- 17 **Beacon & Webpage Training** A request from Coordinators Meeting. A date to be arranged.

- 18 **AOB** New member advised that details on charities commission need updating. Interest Coordinator and Treasurer need their role descriptions updating and Membership needs putting on website. Updates need bringing back to the committee for acknowledgment.

Meeting closed at 12:12

Next meeting Tuesday 5 April 2022 at 10am Priory Centre, Stretton.