

**Burton-on-Trent u3a Committee meeting**  
**Held 7<sup>th</sup> February 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)  
Janet Payne (co-opted to committee as accounts administrator)

**Present as observers** Barry Appleby, Sue Norris, Linda Walker, Maureen Orchard, Diane Brewster

**Apologies** Chrys Smedley (Beacon)

**Welcome** The chairman welcomed everyone particularly the observers, who were prospective committee members

**Apologies** Chrys Smedley  
Death of Basil Armett – Treasurer was recorded.

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

**Proposal to co-opt** Janet Payne as Accounts Administrator until June 2023 (AGM) after the sudden death of Basil Armett was unanimous  
Proposed by B Jangra Seconded J Heckle

**Matters arising**

- a. *Response to member re BACS payment*  
The chairman will contact this person and speak to them face to face as this conversation has been going on over a year.
- b. *PAT Testing*  
Currently still outstanding
- c. *MPFT contact*  
Chairman has responded that the u3a is probably not the correct organisation for this
- d. *GDPR Officer*  
To be addressed when Beacon coordinator is present and when new committee is in place after AGM
- e. *Generic email address for committee*  
Neil Davenport explained how much easier it would be both for members and in terms of passing on when officers changed especially in the circumstances the committee currently find themselves ie not being able to access passwords for treasurer. Officers should also use u3a computers not personal ones. Cost about £85 p annum for 20 addresses. It was agreed that Neil should go ahead with further investigation and present at next committee meeting. It was stated some committee members would require help setting up.  
Proposed M Payne Seconded B Jangra
- f. *Grange Tennis Club* Christine Davenport had had several communications with a u3a member wanting new members for his tennis club. She said she had explained the way it could be run as a u3a group if he wished.

**Chair Report** tabled and attached to minutes

Mike reported that he and Janet had now separated the Treasurers finances and the Social Activities finances as Basil had held both of these accounts.

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

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

Janet Payne presented a further hard copy report to the meeting in the format previously used. This has balanced using figures from statements only. She has had discussions with the auditors who are being very helpful and understanding as some of the information available is very sketchy.

Currently she and the chairman are accessing Basil's accounts where possible but they are not able to access emails as the password was changed 3 months ago.

They would hope in the not to distant future to gain access to Basil's black file as this may hold other important information. At present its whereabouts is not known.

She requested a list of group coordinators with subject and contact details so she can see where payments are due

**Action J Heckle**

Currently and until further notice all group payments must be cash or cheque. Janet Heckle will notify coordinators as there is no access to internet banking. The u3a card has been cancelled.

**Action J Heckle**

- a. Painting & Singing groups It was clarified Basil had contacted both Painting & Singing groups issues had been sorted.
- b. Options for investing excessive balance - deferred for future agenda
- c. Request for funding from Bowls group. A request for £100 was made by Crown Green bowls group for approx. £100 to make 2 sets of bowls more useable with regard to their weight. There was 1 abstention as coordinator is on committee/ 1 disagreement and 6 in agreement. Request agreed.
- d. Request for set up funding for new Tuesday table tennis group starting 21<sup>st</sup> February for balls/nets x4 /bats x16 at a cost of £238.76. Everyone in agreement

## **Membership Report** tabled.

Almost back to pre Covid levels which the chairman said was very good.

## **Events Report** tabled.

Mary Corbett requested agreement to book the Travelling Wrinklies again, for Christmas Party at Pirelli as it was very successful in 2022. She felt an extra 29 people would be possible taking total to 170 at same cost as this year (ideally £10) Food was the only concern but she said that had been discussed with Pirelli. Decision unanimous

- a. Showcase event – sadly this will not go ahead as the uptake from all groups was only 8 groups. Agreement to try again next year - 2024. Coordinators will be informed by Rosemary
- b. Coronation Event - after costing this out with limited time available it was felt not to be a viable proposition.

## **Interest Groups Report** tabled

French group after sending out a request for new members now may have enough to start two groups History group March / April visits are sorted. New coordinator required asap.

New table Tennis group starting

Information about booking rates at Priory centre was that there are 3 rates for 3 different rooms

All payments for social activities must currently be made by cash or cheque only.

## **Beacon Report** tabled

## **Communications Report** tabled

**Publicity / Newsletter** Please notify the web master when email addresses etc change. It was agreed to order 120 copies of next newsletter.

### **Any Other Business**

Obituaries – a general discussion, in light of recent events, that any member who the committee are made aware of should be recorded in the newsletter. The chairman always sends condolences when he is notified. Discussion followed and as of summer newsletter will be implemented. there will be a piece about Basil in next newsletter.

**Confidential committee item.** Information handed out and was discussed. A hard copy to be kept on file only

The formal meeting finished at 11.30 am after which visitors were invited to ask any questions

**Next Meeting - Tuesday 4th April 2023 at 0930 at The Priory Centre, Stretton.**