

Burton-on-Trent u3a Committee meeting
Held Tuesday 6th June 2023 at Priory Centre, Stretton, Burton on Trent

Present Mike Payne (chair)/ Neil Davenport (V Chair) Kathy Hines (Treasurer) Rosemary Marsden (Secretary)

Barry Appleby / Michael Bartlett/ Valerie Bentinck / Christine Davenport (Communications)
Bimal Jangra (Newsletter) / Jane Kent / Glynis Lewis / Linda Walker

Apologies Beverley Bhaskare/ Hugh Rodger/ Lynne Wilson

Welcome Mike welcomed everyone especially the new members.

Approval of minutes of meeting Tuesday 2nd May 2023 - these were accepted as a true record subject to the amendment that lunch group cheques are new/replacement cheques and will be paid in to clear the amount outstanding, not cancelled.

Matters arising new laptops for secretary and treasurer are now operational. 3 other items relating to laptops to be deferred to the next meeting.

Chair Report

Mike said he had been busy as usual with general business, coffee mornings and the recent AGM. He did report a communication from Riverside Church, which we use very regularly for groups and regular meetings. They have purchased and installed a defibrillator and have asked if we would contribute 50% of cost. This apparently had been a possible verbal agreement by a previous committee. No record of this had been found in previous minutes. The Vice chair pointed out that our constitution, as a charitable organisation, prevents us giving to another charitable organisation. The chairman will send a response ACTION
Mike Payne

Secretary Report circulated.

Treasurers Report Attached to minutes.

Kathy circulated draft copies of both main account and social account and discussed these. The main account covers expenditure out of membership/ group income fees, subsidies can be made from this account if required, this is reported to the charity commission. The social account has to be 100% self-funding and not subsidised at all.

Barry asked if there were any plans to pay monies in direct to the bank, he was advised this has been an ongoing topic for some months and is being looked at for the future and that Beacon has a direct payment facility.

Membership Report attached to minutes.

The chairman said that these numbers are just back at pre pandemic numbers, he said this was very good as we often lose members at this time of year. There was a discussion regarding membership fees and for the benefit of the new committee he explained how u3as are run as separate organisations under the National umbrella thus allowing to set their own rules fees etc.

Events Report attached to minutes

Interest Groups Report attached to minutes

The annual review has not been done so far this year, nor the annual inventory of items which are held by groups but available for everyone's use.

Beacon Report no report due to holiday

Communications Report attached to minutes

Publicity / Newsletter attached to minutes

AGM Feedback

Positive feedback on speed and efficiency of business part of the meeting, but mixed reaction to the entertainment.

New Committee Roles

The chairman discussed the roles and asked for volunteers. Discussions followed and the following roles were agreed;

Accessibility Officer	Hugh Rodger
Beacon Administrator	Jane Kent
General Data Protection Regulation GDPR officer	Neil Davenport
Events secretary	Barry Appleby
Interest Groups secretary	Michael Bartlett
Membership Secretary	Linda Walker
Minutes secretary	Valerie Bentinck
Magazine distribution (post)	Beverley Bhaskare
Team Leader hospitality	Glynis Lewis
Committee member	Lynne Wilson

The only role not filled was responsibility for committee computers. The chairman expressed his gratitude and thanks that people were willing to take on these roles.

A query was raised regarding the change in frequency of meetings to monthly. Mike explained that it was hoped that meetings would be more timely and not last as long as in the past as there would not be so much to catch up on.

It was noted that all current policies need reviewing and in his role of GDPR officer Neil Davenport agreed to look at these. He also advised all new committee members should read the current Burton u3a constitution which is a legal working document and available on the web page.

Any Other Business

On the AGM agenda it was stated that both chair and treasurers reports would be available on the web site AFTER the meeting. It was felt unless this was password protected for members it should not happen. It could also pose GDPR questions.

Glynis Lewis asked if u3a could get a discount at Café Central where the fortnightly coffee mornings are held. She was told no but it had never really been discussed. As she has contacts it was agreed she should ask.

A request was submitted from the Monday morning painting group for a flip chart £84.00. It was pointed out that this would be u3a equipment which needs to be clearly marked and securely stored. It was agreed that extra paper was ordered at the same time as this will be required.

All agreed to the expenditure

It was then pointed out that coordinators can spend up to £10 without approaching committee – this may need reviewing.

As there was no other business the meeting closed at 11.30am

Next meeting Tuesday 4th July 0930 Priory Centre Stretton.