

Dulwich & District U3A: Minutes of the Trustees' Executive Committee Meeting

Thursday 14 July 2022, 10.15am, at Rosebery Lodge

		Actions																				
1	<p>Present & Apologies Present: David Beamish (DB, Chair), Tim Pagan (TP, Vice Chair), Richard Elliott (RE, Secretary), Karen Chessell (KC), Tim Pagan (TP), Camilla Nightingale (CN, SCID representative in the absence of Julia Bairstow) Apologies: Ruth Colvin (RC, Treasurer). Keith Ball (KB), Jane Coupe (JC), Christine Hensby (CH), Caroline Knapp (CK), Helen Robertson (HR), Anne Sharpley (AS), Julia Bairstow (JB).</p>																					
2	<p>Approval of Minutes of TEC meetings on 12 May and 9 June 2022 Both the sets of minutes were approved and DB will post them on the website.</p>	DB																				
3	<p>Matters Arising (not on the agenda) None</p>																					
4	<p>Secretary's Report RE has removed lapsed and resigned members from Mailchimp. We now have 623 current members.</p>																					
5	<p>New TEC member induction and registration Immediately before the meeting AS obtained the signatures of KC and TP for the Charity Commission registration. AS has arranged to meet JB and CH for them to sign the same sheet. RE outlined the various YouTube videos for new TEC members to watch. There is also useful background material to read on the D&D u3a website and the national Third Age Trust website. In answer to KC's question, RE clarified we do not have a 'vision statement' but instead have an 'Objectives of the Charity' statement in our Constitution.</p>	AS, JB, CH																				
6	<p>Membership Report JC had submitted a written report as follows: Current members: 623 Deceased 4 Lapsed 112 Resigned 63 New since last meeting 8 New since 1 April 35 RE asked when these numbers would be 'reset' from the previous year. DB said he would clarify this with JC. <i>[The "Deceased" figure is from when we started using Beacon; none since April 2022. Other figures are from April 2022.]</i> Current members by class: Associate 17 (3%) Concession 10 (2%) Individual 596 (96%) Total 623</p>	DB																				
7	<p>Treasurer's Report RC's report was tabled as follows:</p> <p>Income in June 2022</p> <table> <tr> <td>From members</td> <td>£550.00</td> </tr> <tr> <td>From table tennis group</td> <td>£66.00</td> </tr> </table> <p>Spending in June 2022:</p> <table> <tr> <td>Zoom (2 months)</td> <td>£28.78</td> </tr> <tr> <td>Francis Peek Centre for 2 meetings</td> <td>£208.80</td> </tr> <tr> <td>Refreshments for meetings</td> <td>£93.15</td> </tr> <tr> <td>Rosebery Lodge</td> <td>£8.40</td> </tr> <tr> <td>St Barnabas for table tennis</td> <td>£66.00</td> </tr> <tr> <td>Print/post for mid month update</td> <td>£10.55</td> </tr> <tr> <td>Cover for stall at fair</td> <td>£8.98</td> </tr> <tr> <td>Print 1,000 activity reports</td> <td>£341.23</td> </tr> </table>	From members	£550.00	From table tennis group	£66.00	Zoom (2 months)	£28.78	Francis Peek Centre for 2 meetings	£208.80	Refreshments for meetings	£93.15	Rosebery Lodge	£8.40	St Barnabas for table tennis	£66.00	Print/post for mid month update	£10.55	Cover for stall at fair	£8.98	Print 1,000 activity reports	£341.23	
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	<p>RC has provided the specimen signatures to Lloyds Bank and also taken the required copy of our constitution to their branch in Brixton. RC will need to give Lloyds details of our newly appointed Trustees; this is their date of birth and the date (approximate) when they moved into their current address. She needs to know if any of them are not British.</p> <p>RC has taken over the monthly payment, on behalf of D&D, for the Zoom subscription which she will reclaim in due course.</p> <p>RC has also maintained the books of account, as usual.</p>	RC & new trustees
8	<p>SCID Report</p> <p>The minutes of the last SCID meeting on 11.7.22 had been circulated. CN said SCID were preparing a Newsletter item on what their group have achieved and asking for new members. Subject to SCID's view, AS and JC will also be asked to consider amending our membership form to insert a section on whether members have disability issues or special needs considerations. CN also confirmed Olive Allu will act as an advisor to SCID from now on.</p>	
9	<p>Report back on events – June Open meeting</p> <p>DB asked for comments on last meeting. The sound on Zoom via Eventbrite was identified as a problem and DB reassured the meeting that they would abandon Eventbrite from now on and just run the meetings on Zoom.</p>	
10	<p>Meeting/Event Future Programme</p> <p>DB reported that he had met Maggie Smith and Sandra Tait, who had agreed to continue on the events team (Angela Brown and Neil Abrahams having stepped down). They would welcome one or two other trustees on the team.</p> <p>DB reported that at the September meeting we would have a social event to mark the U3A's 40th anniversary (see item 11 below). More details of venue and format to follow.</p> <p>In October Maggie had suggested approaching Pat Wright about a speaker on a jazz topic.</p> <p>In November – Maggie suggesting 2 or 3 groups could consider presenting their activities. Maggie and Tony Emerson could present on creative writing.</p> <p>In December – a traditional quiz will take place (Susan Elias to be approached).</p> <p>Other suggestions for possible speakers were:</p> <ul style="list-style-type: none"> a) A retired GP to speak on 'looking after your health' (Diana McInnes to advise) b) TP gave DB an e-mail with details of a potential speaker, Simon J Keable-Elliott. c) KC offered to contact other u3a groups to ask if we could find out which speakers they had used. d) Sustainability - maybe the Soil Association or TP/CH have a possible speaker from Herne Hill on sustainability. e) Peter Hoare (neighbour of Caroline Knapp) on walking the Camino. f) Someone from the Black Cultural Archives. g) Monica Ali, author of <i>Brick Lane</i>. h) Harriet Harman - probably after she leaves the House of Commons <p>Also discussion of the need to explore other venues for these monthly meetings such as the Baptist Hall in Herne Hill, Carnegie Library, and St Barnabas Church Hall (preferably not until the road next to it reopens).</p>	Trustees to consider
11	<p>U3A 40th Anniversary</p> <p>The 40th anniversary planning team (Sandra Tait, with Tina Thorpe and Caroline Knapp) had reported as follows:</p> <p>We have made some progress with the planning.</p> <p>We are planning an afternoon tea on Monday 19th September. 2.00 until 4.00.</p> <p>We are looking for a venue where we can sit at tables of 8-10 people. We are looking at local church halls but will also look at the Dulwich Golf Club.</p> <p>Some caterers have been identified. We will follow up with detailed costings etc.</p>	KC

		Actions
	<p>We had originally thought that we would invite every member to the tea and ask for RSVP. There is some concern that members will not respond and that maybe an open invitation should be issued and just guesstimate the numbers say 50. The views of the committee would be helpful.</p> <p>We hope to have some input from our groups: poetry, Greek drama, creative writing, play reading, as well as asking other groups to give their group activity a 40s theme over the autumn period.</p> <p>Any thoughts and views would be appreciated.</p> <p>In addition, as part of a project by the London Region u3as, DB (as convenor of the "Explore London" Walks Group) was to lead a walk on part of the Capital Ring between Crystal Palace and Streatham Common station (4.5 miles).</p> <p>KC suggested we could ask the Third Age Trust if they knew of a speaker who could talk about the international perspective on u3a, e.g. how many other countries have u3a and in what ways do they differ from here.</p>	
12	<p>Policy of adverts in our Newsletter</p> <p>The Committee decided to continue the existing policy of not allowing any non D&D u3a material to be posted in our Newsletters.</p>	
13	<p>Safeguarding Policy</p> <p>DB thanked AS for producing a draft Safeguarding Policy for D&D u3a, based on the national template. After discussion it was decided to adopt the policy and post it on our website. Any member, including SCID, could then read and review the document.</p> <p>CN suggested it would be a good idea to have a Safeguarding Officer for the branch who was not a trustee. SCID will be invited to discuss this further. KC knew a member of D&D u3a who was an ex-social worker who she might approach to discuss the role.</p>	<p>DB</p> <p>KC</p>
14	<p>Digital Skills Programme</p> <p>KB had reported that details of Kevin Fortune's new digital skills training would be put out on Eventbrite in August. Kevin is also trying to make contact with someone at regional/national level to discuss his events with. DB will respond to KB with suggestions.</p>	<p>DB</p>
15	<p>Interest Group matters</p> <p>DB confirmed we have a new Directory of Groups being prepared. There was discussion of the importance of having information about whether groups are 'closed' or 'have vacancies', and about setting up a second group if the existing one is 'closed'. KC emphasised the importance of 'members proposing new groups' rather than the U3A 'providing groups' for prospective new members. DB to discuss these points with HR and CK.</p>	<p>DB</p>
16	<p>Facebook</p> <p>Neil is the link for our Facebook page (https://www.facebook.com/Dulwichu3a). He has recently given CH and DB access rights to post articles and items on the pages. There was discussion of extending the use of Facebook but the meeting felt there was little enthusiasm for this at present, while agreeing that it would remain useful for posting future events for those members who access Facebook.</p>	
17	<p>D&D u3a badges</p> <p>DB brought laminated badges for RE and TP. If other trustees would like a badge than please contact DB.</p>	<p>Trustees</p>
18	<p>AOB</p> <ol style="list-style-type: none"> 1) Banner – CH and Di Deudney to be invited to update the image and wording on our banner. 2) Newsletter – DB to pass to CH the information about Islington u3a's upcoming talk on Women vs Capitalism by Vikki Pryce for inclusion in our next Newsletter. 3) Caroline's e-mail about help for her in preparing teas for the next meeting on 20 July – RE and DB offered their services. 4) KC offered to catalogue the books D&D u3a have upstairs at Rosebery Lodge. When this has been done we can discuss next steps in opening up access to books for our members. 	<p>CH, DD</p> <p>DB</p> <p>DB RE</p> <p>KC</p>

		Actions
19	<p>Date of next meeting As DB, TP and RE are all away on 11 August it was decided to not have an August meeting and meet again on Thursday 8 September 2022 at 10.15am at Rosebery Lodge.</p>	
	<p>The meeting closed at 11.45 am</p>	