

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

Thursday 9th February 2023, 10.15am, at Rosebery Lodge

	Actions																									
<p>1 Present & Apologies</p> <p>Present: David Beamish (DB, Chair), Tim Pagan (TP, Vice Chair and minutes), Julia Bairstow (JB, SCID). Keith Ball (KB), Karen Chessell (KC), Jane Coupe (JC), Helen Robertson (HR), Christine Hensby (CH).</p> <p>Apologies: Caroline Knapp (CK), Ruth Colvin (RC, Treasurer), Richard Elliott (RE, Secretary), Anne Sharpley (AS).</p> <p>TP took the minutes.</p>																										
<p>2 Approval of Minutes of TEC meeting 12 January 2023</p> <p>The minutes were approved with minor amendments. DB will put them on the website.</p>	DB																									
<p>3 Matters Arising (not on the agenda)</p> <p>TP to re-format his Environmental Guidance Note and bring it for final ratification to next Board meeting.</p>	TP																									
<p>4 Membership Report</p> <p>Here are the membership statistics since the last TEC meeting;</p> <table> <tr> <td>Current members</td> <td>697</td> </tr> <tr> <td>Deceased</td> <td>3</td> </tr> <tr> <td>Lapsed since 1 April</td> <td>41</td> </tr> <tr> <td>Resigned since 1 April</td> <td>36</td> </tr> </table> <p>New members since last meeting: 7 New members since 1 April 105 There are another 7 in the immediate pipeline. Current members by class: Individual: 95% Associate: 3% Concession: 2%</p> <p>The email to those who hadn't opted in or out of gift aid was sent in January. Of the 100 contacted, 11 have signed up. Decision today not to ask the 89 again.</p> <p>There will be a new members' tea on Friday 3 March at Rosebery Lodge at 2.30 pm.</p>	Current members	697	Deceased	3	Lapsed since 1 April	41	Resigned since 1 April	36																		
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<p>5 Treasurer's Report and Bank Account Position</p> <p>Bank balances:</p> <p>Bank balances:</p> <table> <tr> <td>Barclays</td> <td>current a/c</td> <td>£ 2,045.00</td> </tr> <tr> <td></td> <td>deposit a/c</td> <td>£ NIL</td> </tr> <tr> <td></td> <td>petty cash</td> <td>£ 50.00</td> </tr> <tr> <td>Lloyds</td> <td>current a/c</td> <td>£ 2,343.54</td> </tr> <tr> <td></td> <td>deposit a/c</td> <td>£14,507.69</td> </tr> </table> <p>Income in January 2023</p> <table> <tr> <td>From members</td> <td>£176.00</td> </tr> <tr> <td>Lloyds Bank</td> <td>£ 6.20</td> </tr> <tr> <td>Table Tennis</td> <td>£138.00</td> </tr> </table> <p>Spending in January 2023:</p> <table> <tr> <td>Refund 2 duplicate subs</td> <td>£ 25.00</td> </tr> <tr> <td>Catering, December meetings</td> <td>£124.47</td> </tr> </table> <p>RC has received the form that she needs to use for applying for a Lloyds debit card. She expects to reduce the funds held in Barclays further during February.</p> <p>Her current intention remains to keep the Barclays current a/c in operation until we have received the bulk of the 2023 renewals, to catch any members who do not get round to changing their payment instructions.</p> <p>The Committee adopted the following resolution from Lloyds (previously circulated along with the terms and conditions referred to) in order to enable the issue of a debit card: "1That the Business apply to Lloyds Bank plc or Lloyds Bank Corporate Markets plc (as appropriate) ("the Bank") for the issue of Business Debit Cards to authorised users as determined by the Business from time to time. The cards to be subject to the Business Debit Card Terms and Conditions, a copy of which was produced to the meeting and approved.</p>	Barclays	current a/c	£ 2,045.00		deposit a/c	£ NIL		petty cash	£ 50.00	Lloyds	current a/c	£ 2,343.54		deposit a/c	£14,507.69	From members	£176.00	Lloyds Bank	£ 6.20	Table Tennis	£138.00	Refund 2 duplicate subs	£ 25.00	Catering, December meetings	£124.47	
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	<p>2 That any two officers from time to time are authorised to request the Bank to issue Business Debit Cards to certain authorised users and are authorised to sign the application form and any other relevant documentation on behalf of the Organisation.</p> <p>3 That the Bank is authorised to debit the Organisation's account number that is specified in the application form for the Business Debit Cards with all transactions effected under such Business Debit Cards together with any interest thereon and with any fees for the issue and renewal of such Business Debit Cards and that the Organisation will be responsible for any overdraft so created with interest.</p> <p>4 The Organisation acknowledges that the authorised users will be able to access information about the Organisation's account when using a Business Debit Cards at an ATM, and consents to this disclosure.</p> <p>5 These resolutions will be governed by and construed in accordance with the law of the country in which our accounts with the Bank are held.</p> <p>6 We certify that the foregoing resolutions have been duly entered in the minute book and are in accordance with the Rules of the Organisation.”</p>	
6	<p>AGM Planning As agreed at the January meeting, the date for our AGM is Tuesday 23 May at 2.15pm at Herne Hill Baptist Church. DB has booked the venue. A planning group of DB, RE and AS will bring forward an agenda in due course. We will need to advertise this in the April Newsletter.</p>	DB
7	<p>Newsletter Report CH confirmed she has received a draft article from Max Fishel outlining his responsibilities as Accessibility Lead. He would be a resource for Group Convenors to use rather than members. CH said it would be tricky for Max to be a resource without giving his e-mail address or phone number to circulate. CH/JB to clarify this with him.</p> <p>CH will provide some text on the role of u3a national subject advisers so that members are reminded of their potential use as speakers for interest groups. TP has used a national convenor to good effect in one of his groups.</p>	CH/JB CH
8	<p>Diversity and Inclusion including SCID Report JB reported that at their next meeting they will be looking at where the posters will be distributed throughout venues in our local areas. Once this is done TP and KC can revisit the issue of recruitment.</p> <p>DB will re-circulate his list of recently reviewed postcodes which can be used by all TEC members in 'defining our patch'.</p> <p>TEC have also asked SCID to look at improving accessibility at monthly meetings i.e. what venues are suitable and what improvements could be made for members with physical disabilities or hearing or visual impairments.</p>	DB SCID
9	<p>Report back on Events TP and CH will clarify what date Jeremy Brackpool will present on for our March meeting. DB asked if Wednesdays could be avoided, as most recent meetings had been on a Wednesday. The date will need to be promoted in the March Newsletter.</p> <p>Paul Vagg, a local beekeeper from Peckham, is a possible speaker for April. Other beekeepers work at Brockwell Park and Bell House if we need an alternative.</p> <p>In May after the AGM we could have an interest groups fair with displays by some interest groups. DB will mention this at the forthcoming meeting of convenors.</p> <p>For June a gardening theme is proposed. The Head of Horticulture at the Horniman Museum and Gardens was suggested. Or maybe something on gardening and climate change as a topic e.g. coping with drought conditions.</p> <p>In July DB suggests we have a garden party at Bell House. Unanimous support for this idea from TEC. DB to liaise with Angus Hanton at Bell House.</p> <p>In August we won't have a meeting because it is a traditional holiday month.</p>	TP/CH DB DB DB
10	<p>Interest Group Matters HR had reported that Sara Jane Spratt has a store of wine glasses that need transporting from her house to Rosebery Lodge. DB will assist.</p> <p>CK and HR are holding a Convenors' tea on Saturday 25 February; so far 18 convenors are signed up to attend. HR has a timetable of what needs to happen and when, which she had shared with TEC members and would welcome help with catering and clearing up afterwards. TEC members to email HR if they can assist.</p>	DB All TEC

		Actions
11	<p>AOB</p> <p>JC reminded TEC that membership fees are due again in April. We will need to let members know in April Newsletter.</p> <p>AS and RC to be involved in discussion at next meeting about whether the subscription should be held at £15.</p>	
12	<p>Date of next meeting</p> <p>Thursday 9 March. TP gives apologies in advance as he will be on leave.</p>	
	<p>The meeting closed at 11.30am</p>	