

Kings Norton

& District

**Minutes of the Committee Meeting**

**Tuesday 18 July 2023**

**Present:** Beryl Blood, Lorna Brown, Pauline George, Chris Locke, Helen Kempster, Margaret Lusher, Pauline Amor.

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| 1. **Welcome & Apologies (LB)**   LB welcomed all to the meeting. Apologies had been received from Vicki Hone and in her absence LB would be chairing the meeting.   1. **Minutes of the June meeting (LB)**   The minutes were agreed.   1. **Matters arising (LB)**   **Item 3:**  Item 9**:** A further batch of 300 Emergency Contact Cards have been received from Roger Jones and are now held by ML. CL has paid RJ for both batches of cards (total 600).  **Item 4:** the Regional Network meeting is to be held in Sutton Coldfield tomorrow, 19 July.  **Item 5:** LB asked Jane Evans to send the Flower IG Leader a card, as she recovers slowly from her accident. LB will also ask JE to send cards to JM, JL and LH – IG Leaders /members who were identified as being unwell.  **Item 8:** VH had circulated a guidance note for IG Leaders following the South Birmingham Network meeting  **Item 9:** LB reported that VH had checked position concerning travel insurance – u3a insurance covered third party damage only and members should be advised to take out their own insurance.  **Item 10:** Committee would revisit issue of speech to text facility & audio system issues when VH present.  **Item 11:** LB asked that all committee members look at the photographs on the website to try and provide detail etc before other members asked. Need to consider question of permissions for publication of details.   1. **Chair’s Report**   LB had circulated a summary of notes prepared in advance by VH.  Network members  VH had attended the South Birmingham Network meeting and subsequently circulated draft guidance for IG Leaders. Essentially any network member wishing to attend an IG should contact the IG Leader initially and the IG Leader should contact the relevant membership secretary to confirm membership.  Travel insurance  As at item 3 above.  Fire Evacuation Procedure  The Committee agreed that the Fire Evacuation Procedure should be announced at the beginning of each general meeting. It was also noted that IGs using hired venues should be aware of the evacuation procedures for the venue.  Regional Meeting  LB to circulate a brief summary of discussions at the regional meeting.   1. **Treasurer’s report (CL)**   CL had circulated a financial reportor the month end to 30 June 2023 prior to the committee meeting.  He noted that the bank balance, as at 15 July, was £7,235.  Significant costs were paid in June : Capitation £1,212; Beacon fees £309 and Zoom subscription £143,88; resulting in a deficit for the month of £1,647. Reserves at end of June were £7,597. Only large bill yet to be paid will be for TAM, and there is a credit of £102 to be offset against that bill.  CL has submitted an online claim for Gift Aid for the period 1 April 2022- 31 May 2023 amounting to £1156 (approximately twice as much as last year’s claim).  CL hopes that the issue regarding out of date information will soon be resolved with Barclays Bank but he has not made any progress with the same issue with the Paypal account which remains blocked.  ML asked that consideration be given to opening a new Paypal account so that members joining/renewing can do so online, perhaps from September. CL could continue to chase Paypal for the balance in the blocked account, with the suggestion that it be paid into the Barclays Bank account.  It was agreed that a process/protocol document should be drawn up to set out actions required on change of Trustees/Committee Officers.  The overall position for Interest Groups is that there was a small surplus at the end of June (£166.05) but there were additional costs paid (£443.50) and receipts banked (£209.50) in July. CL is expecting that venues will be reviewing hire charges.   1. **Membership (ML)**   ML advised that there are currently 287 members, including a couple who had joined the previous day.   1. **Interest groups (PG)**   PG was concerned that she is not always kept upto date with the running of IGs. ML suggested that PG could issue an email to all IG Leaders to check their restart in September, thereby eliciting contact from IG Leaders where groups may no longer be meeting either on a temporary or permanent basis.  A Gregg had introduced himself to PG at the general meeting. He had advised that the Chess IG had not been meeting for a while and that there had only been 3 members. No one was interested in leading the group. It was agreed that LB would issue a note to all members to establish whether there was more interest in the group, and a leader for it.  BB advised that she had attempted to get a 3rd Philosophy IG established, but had now given up.  A start-up meeting for the new Italian IG had been held at The Navigation PH on 26 June. It is anticipated that the group will be meeting from September, but it was noted there are outstanding issues. The IG Leader is, understood to be, a member of Harborne & Edgbaston u3a and considering holding meetings at her house in that area. The Committee agreed that if she was leading an IG for Kings Norton then it was appropriate for her to have at least associate membership of KNu3a and that a suitable venue for meetings should be convenient for KN u3a members.   1. **Garden Party (PG)**   PG is holding a garden party on Wednesday 9 August 11am -3pm. She is inviting the Garden and Lunch IGs and the Committee. There is a charge of £3 for those who would like lunch at 1pm.  Judy Letters will bring some plants, if still available.   1. **September meeting (PA)**   Bobbie Darbyshire has today confirmed that she will give her talk “Where do novelists get their ideas from?” at the 5 September meeting.  The talk for the October general meeting has yet to be arranged. PA is to meet with VH on her return from holiday to schedule future talks.  There was some discussion as to arrangements for the December meeting and whether a speaker should be booked. PA noted that if a speaker was required for the meeting, they would need to be booked as soon as possible. LB to discuss with VH.   1. **Any other business (All)**   LB will let the Committee know if a Committee meeting (via Zoom) is needed in August.   1. **Date of next meeting**   2pm Tuesday 19 September 2023 at Bournville Quaker Meeting House.  The meeting ended at 3.50 pm. | LB  All  VH  IGLs  LB  CL  LB  PG  LB  PA/VH  LB  LB |