

**MINUTES OF THE 112th COMMITTEE MEETING OF STOKE-ON-TRENT SOUTH u3a,
HELD IN METHODIST CENTRAL HALL, LONGTON, AT 2pm ON THURSDAY 13th July
2023.**

PRESENT

Andrew Devin	Chairman
Keith Ward	Vice-Chairman
Phil Rowley	Business Secretary
Alan Stevenson	Membership Officer
Kevin Ford	Deputy Treasurer
Joe Neilson	Committee Member
Diane Ellis	Catering Officer

1. APOLOGIES

Lynne Stevenson, Beverley Maher, Pauline Williams.

2. MINUTES OF THE LAST MEETING

The minutes of the last committee meeting held on 8th June 2023 were approved, and signed by the chairman as an accurate record.

3. MATTERS ARISING

There were no matters arising.

4. CHAIRMAN'S REPORT

a General

(i) The "Latest News" issued by the Trust informed branches that the annual licence of the CLA (Copyright Licensing Agency) was due for renewal. This would increase from £60 to £64.20. The Trust also spelt out the dangers of placing copyrighted digital images (photographs) onto the internet. The Agency apparently trawl the web regularly, and fines have been issued.

(ii) AD therefore considered it an opportune time to undertake a review of all licence issues likely to be encountered by the branch, and reported to the committee as follows:

(a) Photocopying is covered by the annually renewed CLA licence.

(b) Recorded music – PPL licence is provided by the Trust.

(c) Performance of music – PRS licence is provided by the Trust.

(d) DVD/Video – MPLC licence is provided by the Trust.

(e) Digital images – AD confirmed that as the appointed branch webmaster and newsletter editor, he was acutely aware of copyright issues. Consequently, no copyrighted images have ever been uploaded to the website or inserted into the monthly newsletter.

b Matters relating to the u3a Trust

(i) The Regional Trustee confirmed that West Midlands Quarterly Regional Team meetings will be held on-line. The previous one was held on 13th June, so the next one is due in September. The Regional Team will provide feedback of the views of u3a members to the Trustee.

(ii) As reported at the last branch committee meeting, the West Midlands Region is holding a face-to-face meeting on July 19th at Sutton Coldfield. All members are welcome. The Trust's CEO, Sam Mauger, will answer questions received in advance. PR had distributed the questions to committee members prior to the current meeting, and asked if anyone wished to add a question. No questions were forthcoming.

(iii) Vice Chairman, KW, commented on question 15 relating to whether all u3as should use Beacon. He opined that it has been a longstanding policy of the branch that Beacon was of no advantage and too costly. The policy was again confirmed by those present.

c National Publicity Team

AD referred to the Regional Team minutes (meeting mentioned above). The Regional Trustee, Jean Jackson, stated “Good news, we have a prospective volunteer as Regional Public Relations contact.” She was of course referring to the branch publicity officer, Phil Rowley, who was invited to provide further information in his report at section 10.

d Regional Trustee visit – proposal

During PR’s conversation with the Regional Trustee on 11th July, she mentioned that she was planning to visit as many branches in the region as possible, and would like to visit Stoke South u3a. After a short discussion, AD proposed that the branch should invite her to the August monthly meeting, for which musical entertainment has been booked. She could meet the committee before the meeting, and mingle with members after the entertainment. It was agreed that PR should write to the Regional Trustee informing her of the committee’s invitation.

PR

5. BUSINESS SECRETARY’S REPORT

Correspondence

Only one item of correspondence had been received from Stoke-on-Trent City Council Community Section (David Grice). The email was dated 28/06/23 and wished to publicise the registered charity “Re-engage.” The charity organises social groups that bring pleasure to people through conversation, laughter and giving them something to look forward to. They are therefore looking for volunteers to give some of their time every month. AD agreed to place the relevant details into the July/August Newsletter.

AD

6. TREASURER’S REPORT

a Since LS had submitted an apology, AS provided everyone with a Statement of Income and Expenditure as at 11th July 2023. Details were as follows:

	£	
Current	398.73	Balance 2023/24
	17,399.10	B/F from 2022/23
	£17,797.83	TOTAL BALANCE

b It was noted that the apparent surplus of £398.73 for the current year was misleading due to the receipt of £700 relating to the bequest from Joan Rose. The actual operating deficit for 2023/2024 was thus £301.27 and not considered to be of concern to the committee.

c £200 had been provided in the bequest for the committee to have a meal. The committee decided to have the meal at lunch time, at a venue to be decided. AD mentioned the “Hem Heath” as a possible venue, but LS may also wish to propose other venues at the next meeting. No decision was taken on how to spend the balance of £500 for the benefit the membership, but this will be reviewed on a regular basis, and would remain ring-fenced.

- d LS provided a list of attendances at monthly meetings for the periods pre and post Covid. Although numbers post Covid are lower, it was observed that the overall effect on finances was not significant.
- e The committee agreed that the CLA licence in a value of £64.20 should be renewed.

7. MEMBERSHIP OFFICER'S REPORT

AS reported that at the date of the meeting, the number of members was 361, an addition of 7 relative to the previous month.

8. GROUPS CO-ORDINATOR'S REPORT

Since PW had submitted an apology, the chairman (AD) led the report. PW had booked holidays prior to her election, and will also not be available to attend the next committee meeting.

Group Leaders' Information Pack

- a one new pack has been printed and collated by LS and AS. This was passed to members in attendance for perusal and authorisation. The committee observed that the new pack looked very neat with the branch brand being in evidence throughout. Accordingly, the pack was authorised. LS/AS will now arrange printing, collation, and distribution.

LS/AS

- b Ukulele Group

Committee member and ukulele group member, BM, informed AD that Group Leader, Barbara Cooke, had stepped down, but was hoping to remain with the group as a member. BM explained that the group wished to alter arrangements such that responsibilities were shared, particularly the role of group leader. BM is aware that the activity timetable and website do need a contact name and/or email/telephone number, but this detail has yet to be determined. AD agreed to progress.

AD

- c Computer Group

Group Leader, JN, has taken the decision to suspend the group for a couple of months due to a lack of attendance (a single attendee for the last two meetings). He will reconsider should there be evidence of more interest.

9. ENTERTAINMENTS CO-ORDINATOR'S REPORT

- a AD presented the report on behalf of BM who had tendered an apology. BM expressed her thanks to Mervyn Edwards who accepted the booking for the June monthly meeting at late notice. She considered the talk to be very nostalgic for most attendees, and that it was well received. BM stated that she was open to any ideas that would help increase the numbers for monthly meetings. It was the unanimous opinion of the committee that BM was doing an excellent job for the branch, and everyone was in full agreement with her varied programme of entertainment.

- b Bookings, etc.

(i) Diane Leopard has been booked for 27th July for a presentation titled "Letting photographs tell their stories." She is a complementary therapist who shows her photographs at both clinical and public presentations. She requires a projector, screen, and microphone.

PR/AD

(ii) Roger Browne's presentation on 31st August is titled "The Great American Songbook." Roger will bring his own portable electric piano, and no other equipment is needed.

(iii) Trevor Bevan will present "Dickens of a Tale" on September 28th and requires two long tables and a room to change his attire.

10. PUBLICITY OFFICER'S REPORT

a PR had exchanged correspondence with Jean Jackson, the Regional Trustee, expressing his interest to join the National Public Relations team. PR also alerted her to the national "Heritage Open Days" scheme. JJ responded by alerting PR to the national u3a group "Future Lives" which is supporting Silver Sunday in October. She will forward details to PR.

JJ will find out the date of the next national Publicity meeting. She is hopeful that PR will attend the Region meeting in Sutton Coldfield on 19th July. PR stated that he has also made contact with the national publicity co-ordinator, Chris Winner.

b PR has placed an updated publicity flyer and activity timetable at both Longton Tesco and West End Retirement Village.

PR

11. CATERING

DE plans to provide coffee, tea and biscuits at the monthly meeting to be held on July 27th. Since the branch will celebrate its 12th birthday at the September monthly meeting, DE is planning to provide cakes.

12. ANY OTHER BUSINESS

None.

13. DATE OF NEXT MEETING

10th August 2023

The meeting was formally closed at 3.27 pm.

Chairman: *A. J. Devín*

Date: *10th August 2023*