

**MINUTES OF THE 115<sup>th</sup> COMMITTEE MEETING OF STOKE-ON-TRENT SOUTH u3a,  
HELD IN METHODIST CENTRAL HALL, LONGTON, AT 2pm ON THURSDAY 12<sup>th</sup>  
OCTOBER 2023.**

**PRESENT**

Andrew Devin	Chairman
Keith Ward	Vice-Chairman
Alan Stevenson	Membership Officer
Kevin Ford	Deputy Treasurer
Beverley Maher	Entertainments Co-ordinator
Diane Ellis	Catering Officer
Joe Neilson	Committee Member

**1. APOLOGIES**

Lynne Stevenson, Phil Rowley, Pauline Williams.

**2. MINUTES OF THE LAST MEETING**

The minutes of the last committee meeting held on 14<sup>th</sup> September 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 **Matters relating to the u3a Trust - National**

1. The Trust is looking to add a number of members in the following areas:

(i) Third Age Matters: New Committee members who have an interest in print and digital publishing.

(ii) Third Age Trust Trading: The Company oversees the Beacon membership system, support for u3a web sites, TAM, and other activities. More Board members are being sought.

(iii) The Third Age Trust: Members who would be interested in contributing to working groups focusing on communications and external affairs, and u3a development and support.

Anyone interested should email the Trust's CEO.

2. The Trust reminded branches of insurance related issues as follows:

(i) Regarding the Public and Products Liability insurance, the Trust wishes to be informed immediately if there is a serious accident or occurrence within a u3a. Additionally, branches may also need to contact the Charity Commission and complete a serious accident report.

(ii) Regarding the Trustees' Indemnity insurance, it is a critical part of insurers' acceptance of the risk that we observe the guiding principles of the movement, and also the governance processes outlined by the Trust. It was emphasised that a claim involving a u3a, or an individual committee member, who knowingly doesn't adhere to the processes, is unlikely to succeed.

3.(i) The final matter related to attendance at the Trust's AGM on 18<sup>th</sup> October. AD has forwarded an email to everyone which explains how to register for attendance in person or online. AD confirmed that he had registered, and so too did Vice-Chairman, KW.

(ii) The two resolutions to be voted on at the AGM were discussed in detail, and it was concluded that branch representative KW should vote in favour of both.

KW

b Matters relating to the Regional u3a Team

There were no matters to report.

c Staffordshire u3a Link Meeting

(i) The Staffordshire u3a Link meeting will take place on Tuesday 31<sup>st</sup> October at Oulton Village Hall commencing 2pm. AD confirmed that he would represent the branch for the main meeting. Group Co-ordinators have also been invited to attend an annual gathering at the same time in another room at the same venue. AD has not been made aware of PW's intention to attend, but will contact PW when she returns from holiday. KW offered to attend as the branch representative should PW be unavailable.

AD

(ii) AD confirmed that he will prepare an annual branch report, which is an agenda item at the meeting. He will distribute a copy to committee members prior to attendance.

AD

(iii) The present Link co-ordinator for the group is Bruce Evans from Stone u3a, but since he is no longer a member of their committee, he wishes to stand down at the conclusion of the meeting. A new co-ordinator will be elected at the meeting.

(iii) AD reminded the committee that hosting duties for the meetings are rotated, and the branch may be selected for the 2024 meeting. The host branch will have an obligation to provide a venue, a minute taker, and refreshments. The committee accepted these obligations if selected.

**5. BUSINESS SECRETARY'S REPORT**

Correspondence

No items of correspondence had been received, and there were no other matters to report.

**6. TREASURER'S REPORT**

a A Statement of Income and Expenditure as at 8<sup>th</sup> September 2023 was distributed to the committee. Details were as follows:

	£	
Current	-622.09	Balance 2023/24
	17,399.10	B/F from 2022/23
	<b>£16,777.01</b>	<b>TOTAL BALANCE</b>

b In the absence of LS, the report was presented by AS. AS explained that room hire costs remained in excess of group income, however the committee accepted the current situation due to strong reserves. The operating deficit of £622.09 for 2023/2024 was presently not of major concern to the committee.

**7. MEMBERSHIP OFFICER'S REPORT**

AS stated that, as at the date of the meeting, the number of members was 395; an addition of 9 relative to the previous month.

**8. GROUPS CO-ORDINATOR'S REPORT**

PW had submitted an apology, therefore AD led the discussion.

a **Group Leaders Information Packs**

AD agreed to contact PW to determine which group leaders have not yet received a pack. He will liaise with LS/AS and help with distribution if required.

AD

b **Computer Group**

JN updated the committee regarding interest from members for a resumption of the computer group. He stated that no more enquiries had been received since the last committee meeting, and will therefore wait until the new year before considering a restart.

**9. ENTERTAINMENTS CO-ORDINATOR'S REPORT**

BM considered that Trevor Bevan (September meeting guest) was very good, and she received positive feedback from the committee.

**Bookings, etc.**

(i) Sheetal Walklate will present a talk on 26<sup>th</sup> October titled "Restorative Justice Interventions to youth crime and antisocial behaviour." Sheetal works for the Youth Offending Team. She requires a screen, projector and microphone.

AD/PR

(iii) The North Staffs Accordion Band have again been booked for the branch Christmas gathering on 30<sup>th</sup> November. Both the music and the Singalong proved to be very popular last year.

(iii) Paul Lucas, who is a member of Cheadle u3a, will entertain the branch on 25<sup>th</sup> January 2024. His presentation is titled "The perils of an educational transport officer."

(iv) AD mentioned details of two possible bookings which had been provided by members. BM noted accordingly.

**10. PUBLICITY OFFICER'S REPORT**

PR had submitted an apology, he therefore provided his report to AD to present on his behalf.

**(i) Social Prescribers**

After communicating with two individuals who could possibly provide contact details of social prescribers, branch details were sent to the social prescribers located in the City. The next day PR received an invitation to attend an event at St. Paul's Church Hall on 14<sup>th</sup> November. The event is being held by the Stoke Central Primary Care Network. The branch will have the opportunity to showcase our activities. Both PR and AD have agreed to attend the event on behalf of the branch.

PR/AD

**(ii) Trade Locally**

Sue Durose from Trade Locally has requested some content for the next issue. PR has accordingly provided her with a narrative, including website and Facebook links.

**(iii) Lung cancer support group**

PR attended the Lung Cancer Support Group meeting on 27<sup>th</sup> September at London Road Bowling Club. His presentation to 15 attendees covered what the u3a has to offer. None of the attendees were u3a members. Lung Cancer Administrator, Joe Urie, has kindly agreed to include our publicity flyer and

activity list in his next Newsletter. PR also mentioned to the administrator that he would be willing to speak to other similar hospital groups.

(iii) Pre-retirement training

PR has considered a few local employers, who possibly provide pre-retirement courses, with a view to promoting the u3a. He will continue to pursue this line of thought but is not hopeful of success.

(iv) West Midlands Region- publicity chat

PR attended the above chat via zoom on 22<sup>nd</sup> September. Only four people were present. Suggestions for the future were made but PR made the point that there was a need to obtain the thoughts from the 80 other branches in the region before moving forward. PR also stated that the national PR group had held a meeting on 9<sup>th</sup> October.

**11. CATERING**

Since DE may not be available to attend the next committee meeting, she requested the committee consider two alternative menus for the November Christmas gathering. The proposals were: a nibbles buffet; or Christmas themed cakes. Since the September birthday cup-cakes were very well received, it was decided to opt for the selection of Christmas cakes.

AS agreed to inform DE of the number of attendees at last year's Christmas gathering, thus providing a guide for this year.

**AS**

**12. ANY OTHER BUSINESS**

(i) CPR/Defibrillator instruction class

AD stated that following an article in the September/October Newsletter to determine the level of interest for a daytime presentation, he had received interest from eight members. He agreed to email the contact details of the members to BM.

**AD**

The cost of a daytime presentation was discussed and considered to be too high, therefore the branch preference is again for an evening session (which will not incur a cost other than venue). BM will determine from her contact suitable days/dates and times, and feed back to the committee. Both BM and AD confirmed their willingness to transport anyone who is reluctant to travel during an evening.

**BM**

(ii) Promoting other organisations

AD explained that he had received a number of emails recently from organisations requesting us to promote them in the branch newsletter. He asked the committee for their thoughts, because we too had been actively seeking publicity within other organisations. The general response was that if activities were considered to be of general interest to members, then we shouldn't refuse.

**AD**

**13. DATE OF NEXT MEETING**

9<sup>th</sup> November 2023

The meeting was formally closed at 3.28pm.