

Burnley & district U3A

Minutes of the committee meeting held at the Unity Centre May 8th 2018

Present M Bushby S Rawlinson S.Limmer M. Jackson F Whittle J Bridge
S Chattel S Thorne P Ferguson T Ferguson (chair) D Wilson S Rawlinson

1 Apologies P Hartley

2 Co opting members

John Bridge web master

P Hartley Membership secretary

3 Minutes of the last meeting these were accepted and signed off.

Proposed M Bushby Seconded J Bridge

4 Matters arising

It was decided to ask group leaders what they would expect a reasonable sum to be available as a contingency , a free week could be included. Group leaders need to be reminded as to how monies are spent and that all items bought belong to the U3A, this is an instruction from the Trust. Stuart C will contact the groups

5 Secretary's report and correspondence

We have received a reminder that Membership renewal for Burnley, Pendle & Rossendale CVS is due. This is a cost of £15 per annum and it was agreed to continue paying.

It was agreed that Margaret would go to Todmorden U3A's celebration as our representative.

The Strategic plan questionnaire has been received.

Received from the Trust:

Direct Mail Statement for 2017-18 showing total due of £509.28

MPLC film licence for 12 months from 1st February

Annual Return 2018 and Trust Membership Invoice – passed to Treasurer

Direct Mail of Third Age Matters Invoice 2018-19 – passed to Treasurer

6. Treasurer's report

1. At 30th April 2018 201 members were enrolled. At 30th April last year the number was 218. This difference amounts to a drop of about 8%, but enrolments are continuing to come in steadily and it probably won't be long before the numbers equal last year.
2. At 30th April the main bank account balance was £9112.99. The balance at the same date in 2017 was similar, being £9253.48. The social bank account held £434.45 at 30th April 2018.
3. Outgoings to note from the main account since our last committee meeting were: £153.40 to Nu Age Printers for printing 20 more copies of the Padiham People book and for the February and March newsletters; £35 and £40 were paid to the speakers in March and April respectively; £60 each month for the hall hire at the Nazareth chapel; £21.16 for stamps and envelopes, and £938 to the Third Age Trust for the capitation fee at £3.50 per member.

Outgoings to be paid this month are £532.48 to the Third Age Trust for postage of the Third Age Matters magazine for this year, and £130 for a lapel microphone system which should improve the sound at the monthly meetings.

Outgoings from the social account since the last committee meeting are two payments to B&N coaches for the visits to the Haworth Art Gallery (£120) and to Nidderdale and Harlow Carr (£370), and a part payment to Moving People for the tickets to the Terracotta Soldiers exhibition in Liverpool next month (£702.95). The social account has been at a fairly low level so far this year, taking into account the deposit of £200 paid in January for the November 2018 event at the Dunkenhalgh hotel.

Committee members may verify the above expenses from the bank statements presented at the meeting.

The auditor suggested that the bank statements be available at the committee meetings.

Melinda pointed out that some members had not yet rejoined, including some group leaders, Stuart C will follow this up.

Following the agreement at the AGM the membership fee next year will be £14.

Group leaders should have a form to fill in for their 6 monthly accounts, this will be arranged.

7 Group Coordinator's report

As a newly elected committee member and having just taken on the role of Group Co-Ordinator I have little to contribute to my first committee meeting.

Alan Wiseman has passed over his files which I am still digesting. It's clear though that the list of Group Leaders and their contact details needs to be updated as many groups now have different leaders. I need access to their email addresses so that I can send out an email introducing myself. I will also make myself known to those with tables at the monthly meeting. (Unfortunately I will miss the next open meeting as I shall be on holiday)

A couple of members from the recently disbanded Art Group are looking into the possibility of resurrecting the group as "Watercolour and Drawing". This is at an early stage and no conclusion has been reached. Watch this space!

Four or five complete beginners have expressed an interest in joining the Ukulele Group.

Stuart needs an updated list of group leaders with their email and telephone details

8 Publicity officer's report

David asked " what do we want to achieve ?"

More members

Raising the profile

With the committee on mind we need to encourage more people who have just finished work.

Advertising monthly meetings , so people can see what we do

Increase diversity

Perhaps send an article to the Burnley express and use radio Lancashire's guide.

Newsletters will be put in the library

9 Web editor

The website is updated regularly with amended information obtained from the monthly newsletter and other relevant sources. Some of the specialist group pages are rather sparse on information for prospective members and

in some cases are probably out of date (I have only received two updates during 2017 - 2018).

We are still not receiving many articles of interest from members or groups for inclusion in the Newsletter. I do take an occasional news item from the national website, but they do not seem to update their site very often. The side panel of committee members now needs updating with the new committee and contact details .

10 Speaker Secretary

Speakers have been booked through to the end of next year.

11 matters arising from the AGM

There were 126 people at the meeting .

Having the AGM at 2pm is more effective even though a little rushed , the speaker should be warned they may be a little late starting .

12 general data protection regulations

We will have to amend the enrolment form , stating what the information is used for , the renewal form does not need changing , this just need signing .

We need to have the policy on the web site by May 25th Margaret will email John the trust's documents.

Privacy policy and personal information will be discussed at the next meeting .

13 cluster group meeting

It was agreed that committee members could claim mileage for attending official meetings and that this would be set at 40pence per mile .

The minutes for the cluster group meeting are available.

All groups are having the same problems.

Longridge is a dementia friendly community . Their group has been awarded prizes in a local art competition

Todmorden has people attending group who haven't paid their membership fee .

Hyndburn will attend the next meeting .

14 AOB

Stuart T suggested that the calendar produced by the photography group should be given to all members and that it should be free and the cost taken up by the Burnley & District U3A. A print run of 200 would be made .

This proposal was seconded by John .

Stuart will provide figures for the next meeting

More new member packs are needed

Date were none specific to Burnley , it was pointed out that as we are a member of the Trust a specific one wasn't needed .

Date of next meeting

July 3rd 10am Hameldon room Unity centre