

## Burnley & district U3A

Minutes of the committee meeting held at the Unity Centre Sept 4th 2018

Present M Bushby S Rawlinson M. Jackson F Whittle J Bridge

S Chattel S Thorne P Ferguson T Ferguson (chair) S Rawlinson

1 Apologies P Hartley D Wilson S Limmer

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

Proposed M Bushby Seconded S Thorne

3 Matters arising

Pat Ferguson was thanked for organising the dinner.

Terry went to the Clitheroe celebrations ,Gill Russell was present along with the Chairs of other local U3As

4 Secretary's report and correspondence

Newsletters for July and August have been received via email and these are available on the U3A website.

Points which I think may be of particular interest are:

A report "Learning not Lonely" has been launched which may be useful in raising the profile of the movement.

The U3A are partnering the iDEA (inspiring Digital Enterprise Award) programme in which participants are able to take part in a free series of online challenges. Information is available at [iDEA.org.uk](http://iDEA.org.uk)

On the 12 September The Big Sing will take place in Manchester.

On the 4<sup>th</sup> October there is an event "Unravelling the Whitworth" which will study the collection of textiles and wallpapers. The cost is £27.50

U3A Plus, which deals with improving accessibility, was featured in the newspaper "Mature Times" on August 18<sup>th</sup>. It is available on their website.

A copy of the Annual Report and Accounts for 2017-18 has been received and is available for inspection.

U3A diaries are available from the online shop for £3, or £2.50 if ordered in multiples of 5.

## 5. Treasurer's report

1. At 31<sup>st</sup> August 241 members were enrolled. At the same date last year the number was 245. One or two prospective members have held off joining until 1<sup>st</sup> October when the lower rate will apply.
2. The cut-off date for reporting on the bank account balances for this meeting is 24<sup>th</sup> August. At this date the main bank account balance was £8549.51. The balance at the same date in 2017 was somewhat less, being £7859.86. The social bank account held £487.95 at 24<sup>th</sup> August 2018.
3. Outgoings to note from the main account since our last committee meeting were: £22.70 for each month, July and August, to Nu Age Printers for the newsletter; £60 each month for the hire of the hall for the monthly meetings and £85 and £60 for speakers in July and August respectively.

Outgoings from the social account since the last committee meeting were payments to B&N Coaches of £395 for the trip to Levens Hall and £290 for the Southport Flower Show. We also paid £561 for tickets to the Southport Flower Show. The Outings group have engaged a different coach company, C&S Coaches from Colne, for the trip to Beningborough in September as a try-out for this company

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

4. I have brought up to date the list of assets that the U3A owns and enclose a copy with this report. The list shows the date of purchase and the price paid. With the kind of accounting that the U3A uses (simple receipts and payments) there is no need to show depreciation. However the list may be useful for planning to replace items.

## 6 Registering with the Charities Commission

Melinda circulated the update regarding registering Burnley and district U3A with the Charities Commission as the turnover had gone above the £5,000 threshold. There are several forms to be filled in to complete this and trustees of the Burnley and district U3A have to give their details. John and Peter would not be part of this process as they are co-opted members

The committee was happy with Melinda continuing with the process, with help from Margaret.

## 7 Group Coordinator's report

The Art group has been restarted as Painting for Pleasure, it is already over subscribed and has a waiting list.

The Board games group has also taken off and now has 12 members and is also full.

Italian has some new members.

Data protection guidelines are to be passed on to group leaders.

When a group is over subscribed , members of Burnley U3A must take precedence over members of other U3As when spaces become available.

## 8 Publicity officer's report

Leaflets have been placed in local libraries. More leaflets need to be printed and it was agreed that Margaret should get 100 printed.

The use of Parish council notice boards was also mentioned for publicity.

David can also access the CVS publicity network.

He has also managed to contact a group of Christian Asians in Brierfield .

## 9 Web editor

### Web Site

The website has been updated with 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 2018).

Statistically the web site has had **1,479** page views (410 sessions) from 1<sup>st</sup> July 2018 – 30<sup>th</sup> August 2018. The most viewed pages (excluding the home page) are: -

Specialist Groups	-
	365
Events	-
	80
Join Burnley U3A	-
	72
Schedule of Open Meetings	-
	64
Gallery	-
	42
Committee Minutes & Agendas	-
	32
Contact	-
	32

## Most Popular Group (Architecture) - 37

Please note, we only collect aggregated statistical data (Google Analytics) and visitors to our site are not identifiable.

Over 53% of visits to our site are now made on mobile or hand-held devices (this is increasing and seems to be mainly Apple devices). Our site is designed to display correctly on all devices (laptop, desktop and mobile/hand held) both in landscape and portrait mode.

If anyone has a notice they would like to post on the site or Facebook please e-mail to [burnleyu3a.webeditor@gmail.com](mailto:burnleyu3a.webeditor@gmail.com).

### **Social Media**

Anyone who has information/events/photographs etc. which they would like to appear on our Facebook page please e-mail John Bridge at [burnleyu3a.webeditor@gmail.com](mailto:burnleyu3a.webeditor@gmail.com). U3A members who have a Facebook login can post using the Visitor Post option (all posts are moderated before being published).

### **Newsletter**

We are still not receiving many short 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. Perhaps a mention at the monthly meeting may generate some interest. Any item can be sent to [burnleyu3anewsletter@gmail.com](mailto:burnleyu3anewsletter@gmail.com)

### 10 Privacy Policy

This had been circulated , based on a template from the U3A.It was suggested that information be delated from the records1 month after someone has ceased to be a member. Peter as membership secretary is currently the main contact for GPDR .

### 11 Speaker Secretary report

Paul Wright received £260.75 in donations for Uganda along with a £60 speaker fee . This money will be used to provide beds for the children.

12Filming the January meeting, the Local History group had been approached about filming the January meeting , but after discussion they had decided not to go ahead with this.

### 13 Photography group calendar

This is now ready to print and it was agreed that this should go ahead with an initial print of 100 copies to be sold at £3.50 , and that Stuart T should be able to get a reprint if necessary. Proposed FW seconded SC all agreed.

14 Cluster group. The Cluster group meeting is on September 24<sup>th</sup> at 1pm , the Beacon system will be discussed. MB, TF, and MJ will attend

15 AOB There is a national workshop in Warrington on Sept 27<sup>th</sup> titles “ Keeping it Legal” but this clashes with the monthly meeting

Date of next meeting November 6<sup>th</sup> 10am Hameldon room