

Kings Norton & District



Minutes of the Committee Meeting

Tuesday 20 June 2023

Present: Vicki Hone (Chair) Beryl Blood, Lorna Brown, Pauline George, Chris Locke, Margaret Lusher, Pauline Amor, Jan Wadham.

1. Welcome & Apologies (VH)

VH welcomed all to the meeting. Jan Wadham had been invited to attend as she was considering volunteering. Apologies had been received from Helen Kempster.

2. Minutes of the May meeting (VH)

The minutes were agreed.

3. Matters arising (VH)

Item 3:

Item 10: LB advised that National u3a had issued revised information concerning the insurance position for non-members attending interest groups in May 2023. Non-members could now attend interest groups on a temporary basis, so long as the situation was monitored and was not allowed to become continuing, and the Interest Group Convenor was kept informed. The committee agreed that there should be no change to KNu3a's policy that non-members should not attend IGs on a taster basis.

VH reported that she would be taking forward the development of an Inclusion Policy for KNu3a with Jane Evans.

VH/JE

Item 9: CL has received an invoice from Roger Jones for the printing of the first batch of 300 Emergency Contact Cards, and will pay it. LB will request a further 300 cards from RJ, as IG Leaders had taken almost all the initial supply. ML will issue a card to members as they join.

CL
LB
ML

4. Chair's Report (VH)

Inclusion Policy

As noted above, VH advised that she would be taking forward the development of an Inclusion Policy for KNu3a with Jane Evans.

Regional Network meeting

VH reported that she had received a number of emails from Jean Jackson, the new West Midlands Regional Trustee. One of which, gave details of a Regional Network meeting at 12.00pm Wednesday 19 July at Sutton Coldfield. VH will include the details of this meeting in her email to members about the KNu3a July General Meeting.

VH is keen that KNu3a play a more active role within the region. LB suggested that JJ be invited to talk to KNu3a members, in particular to explain the wider u3a "set-up".

VH

<u>Beacon Administration</u>	VH advised that she had spoken to Anne Jones about the recommendation that the Beacon Administrator should be on the Committee. VH noted that AJ had raised some queries about such a requirement, which VH needs to address.	VH
<u>National AGM</u>	The deadline for resolutions for the National AGM, to be held in October 2023 (end of May) had passed. VH will inform KNu3a members nearer the date that they can attend the AGM in person or online.	VH
5. Treasurer's report (CL)	<p>CL had circulated a financial report for the month end to 31 May 2023 prior to the committee meeting.</p> <p>He noted that the bank balance, as at 18 June, was £7426.</p> <p>The overall position for Interest Groups is that they are roughly in balance. The Flower Arranging Group has been struggling with low attendance and has suspended activity until September. It was, however, noted that the Group leader has also had an accident and it was agreed that LB will ask Jane Evans to send a card.</p> <p>There is £170.15 in the Paypal account which is currently "blocked" by Paypal because the details they hold are out of date and verification procedures are required. Paypal will accept any money paid into the account but will not allow any payment out. In order to prevent any further membership fees being paid into the Paypal account, ML has removed the option to pay online. The Zoom account is the only direct debit from the Paypal account, and the recent renewal was the trigger for the account being blocked. A potential approach might be to start afresh with a new Paypal account, but with £170.15 in the existing account, the Committee confirmed that they wished CL to attempt to sort out the issues with that account.</p> <p>A similar situation involving out of date information arose with Barclays Bank, which CL is working through with the bank, on the basis that identification verification is only required for those trustees with financial operation responsibilities not all trustees listed with the Charity Commission.</p>	LB
6. Membership (ML)	<p>ML advised that there are currently 285 members.</p> <p><u>Problems with Paypal and membership renewal</u></p> <p>ML had received a telephone call today from a potential new member which she had had to deal with by posting out the application form as she cannot process online</p> <p><u>Emergency contact numbers for members</u></p> <p>It was agreed that ML does not need to hold members' emergency contact details, but that members should carry the Emergency Contact Cards.</p> <p><u>Printing more Emergency contact cards</u></p> <p>As noted at Item 3 above, LB will request a further 300 cards from Roger Jones and ML will issue cards to new members as they join.</p>	CL
7. Interest groups (PG)	<p>The current suspended activity of the Flower Arranging Group was noted at Item 5 above. LB will contact A Gregg to clarify whether the Chess Group is currently meeting.</p> <p>PG reported that there is to be a start-up meeting on 26 June 12pm at the Navigation PH for those interested in joining a Beginners Italian Group, with a view to commence meeting in September.</p>	LB
8. Network members attending Kings Norton Interest Groups	VH is attending a South Birmingham Network meeting on Thursday 22 June, with a view to agreeing a process for Network members attending Interest Groups.	VH

<p>It was agreed that members wanting to go to an Interest Group should first contact the Group Leader, not least to confirm that there were vacancies. Both Harborne/Edgbaston and Moseley/Kings Heath u3as issue membership cards, therefore KNU3a Group Leaders should ask for sight of it. Where necessary, Group Leaders should be able to contact the relevant membership secretary direct to confirm membership. ML will give VH her email address.</p> <p>VH will write to all KNnu3a members following agreement of the process with the Network. PG will write to Roger Jones in response to the queries he raised.</p> <p>It was agreed that it was important to know how many Network IG members there were to</p> <ul style="list-style-type: none"> • understand how the arrangement was working; and • the potential impact on membership renewal, as Network members only interested in KNU3a IGs rather than Knu3a general meetings would not need to renew <p>PG to monitor on a quarterly basis, by asking IG Leaders for information.</p>	<p>ML</p> <p>VH PG</p> <p>PG</p>
<p>9. Travel Group Insurance Questions</p> <p>The Travel IG Leader had raised 2 issues with PG following a recent trip to Scarborough by the group:</p> <ol style="list-style-type: none"> 1) Insurance cover following a flooding incident at the hotel accommodation. In the event problems caused to members' property by the flooding had been resolved but the IG Leader sought clarification of the insurance position. LB had been unable to identify a u3a travel subject advisor. It was noted that where a travel company was used the tour operator would have public liability insurance for excursions which included a 24 hour trip or overnight accommodation. But even so it was advisable to take out one's own holiday insurance and accident cover. U3a does not offer such insurance. U3a does have insurance cover for the educational summer school, but it does not cover travel to and from the event. 2) Behaviour on the bus – where due regard to the limited mobility of some members and their seating on the bus was to be considered. It was noted that this was probably the responsibility of the bus operator/driver, though the easiest way of dealing with seat allocation might be at time of booking – on a first come, first served basis. <p>LB provided PG with the new u3a risk assessment for travel and will forward the relevant paragraphs from the u3a insurance policy document.</p>	<p>LB</p>
<p>10. July General Meeting and Speech to text facility</p> <p>Silvertime Legal will give a talk on inheritance issues entitled Tax, Care and The New Guy. VH had met with John Millward, a sound engineer, who had resolved issues with the hand microphones and identified that the echo facility had been (accidentally) put on the amplifier. He had offered the loan of a head mike and taken one of the battery packs away to look at.</p> <p>PG asked about the use of an App which would enable a speaker's talk to be typed out via a second laptop and projected onto a screen, so that those who found it difficult to hear the talk could follow the text. VH said that she would ask Jane Evans whether she knew of such an App. PG will also ask her son.</p>	<p>VH PG</p>
<p>11. Website photo gallery: labelling of pictures</p> <p>ML had made a significant effort to recover photos that had previously been lost from the website, however it had not been possible to label many photos and they needed details, to be supplied by IG Leaders or those individuals who had supplied them.</p>	<p>IGLs etc</p>

12. Any other business (All)

It was confirmed that Judy Letters still used Zoom for one of her Book IGs.
PG confirmed that she would be holding a garden party on Wednesday 9 August

13. Date of next meeting

2pm Tuesday 18 July 2023 at Bournville Quaker Meeting House.

The meeting ended at 4.00 pm.