

Balsall Common U3A
Minutes of the Executive Committee Meeting held at 4pm
Thursday 4th January 2018 at Balsall Common Village Hall

Present: Jim Melville (JM), Richard Drake (RD), Margaret Burleigh (MB), Len Tomnie (LT), Linda White (LW), Ian Hedley (IH), Lynn Brinkworth (LB), John Peat (JP)

This unscheduled meeting was held to address the following topics which could not wait until the meeting scheduled for 1st February. The minutes from the previous meeting and this one, together with matters arising, will be addressed at the next meeting on 1st February.

1. Welcome and Apologies for Absence:

Jan Baylis (JB)

2. Co-ordinators Meeting, Monday 22nd January 1.30pm to 3.30pm

Set Up 1.15pm

JB to provide tea/coffee and biscuits

LW to take minutes

The agenda for the above meeting was discussed and agreement on who would lead on the various topics was confirmed as shown on the attached agenda.

3. Revised Constitution

Our proposal to the Third Age Trust (TAT) was accepted by the Chief Executive with a recommendation to change the 'charitable purpose' at the request of the Charities Commission. This was approved by the Committee.

MB to prepare a letter to be sent to all members notifying them of the Special General meeting to be held on 1st March, prior to the Core meeting. IH will send MB wording for the resolution to be included in this letter, together with a copy of the proposed constitution. This notification is to be sent out by Peter Calver at the same time as The Sentinel. JM to arrange for 30 copies to be printed, ready to distribute to Committee Members at the Co-ordinators meeting on the 22nd January.

4. Pony Express

It was agreed to continue as we are until such time that as the implications of the EU's General Data Protection Regulation (GDPR) which will apply from 25 May 2018 are understood, and how the Beacon system can assist.

5. National Workshop – Keeping it Legal (Met Hotel, Leeds, 13th February)

IH agreed to represent our Group and it was agreed that expenses would be covered.

6. St. Peters Hall “Double Booking”

This issue has been resolved, we will not need to change venue.

7. PPL Licence

The PPL licence has been renewed by TAT. This licence gives U3As permission to play recorded music in public as part of their interest/activity groups.

8. Any Other Business

JP advised that we now need to look at who is to be responsible for various areas of the Beacon system. RD and JP to discuss and report back.

A 40 page document on the Articles of Association from TAT has been received by MB, with a request that a copy be sent to all members. Once this is available in an electronic format MB will organise.

St Peter's Hall should be made available for access at 1pm for the March Core Meeting to enable time for the band to set up. JB to check with Chris Hornsby.

LW notified unable to attend the February Core Meeting.

Balsall Common U3A

Agenda for Group Co-ordinators' meeting

Monday 22nd January 2018 at 1:30 pm

Hornets' Clubhouse, Lavender Hall Lane, Balsall Common CV7 7BN

	Action
Introductions (<i>& thanks</i>)	JM
Advice sheet – Supporting Your Members – Group Convenors (<i>copy attached</i>)	LW to attach to agenda
Financial help	RD
Website/notice board at core meetings	MB
New constitution & SGM	JM
Data Protection	JP
Attendance at group meetings especially members from other U3As	IH
Village Hall & Westlake Room bookings	JB
Information for 3 monthly diary	IH
The Sentinel	LT
Members' welfare	JM
New groups	RD
Regional & National events:	
Keeping It Legal (13 February) Ian Hedley	
Beacon update (14 February) Richard Drake	
West Midlands Regional Conference (28 February) Jim Melville	
U3A Extraordinary General Meeting (21 March) in Birmingham	
Any other business	