

## South West RMB AGM 2020 minutes

### AGM 16.3.2020 Minutes draft 1

**Rubric:** The AGM and the OGM scheduled for 16.3.20 was cancelled for Covid19 reasons. UCU nationally suggested that *Force majeure* applies and those who had responded to the invitation to attend, together with the branch offices and branch reps were circulated by email with the relevant papers.

**1. Contributors:** Tom Murray, John Daniell, Alan Cousins, Jo Corke, Liza Sentance, Ruth Amias, Pat Mee, Tony Staunton, Charles Henderson, Barbara Segal, Margaret George, Pete Bailey, Stephanie Tailby.

**2. Minutes of the previous AGM held on March 19 2019**  
Agreed.

**3. Matters arising** from Minutes.  
None

#### **4. Branch Reports**

- i) Chair/Secretary Appendix 1
- ii) Treasurer's Report Appendix 2
- iii) Membership Secretary Appendix 3

#### **5. Election of Branch Officers.**

There was one nomination for the following Officers.

**Chair** Tony Staunton (prop. T.Murray; sec J. Corke)

**Vice-chair** John Daniell (prop L.Sentance; sec B. Segal)

**Secretary** T. Murray (prop. L.Sentance; sec. B. Segal)

**Treasurer** J. Daniell (prop L. Sentance; sec J. Corke)

**Auditors** recognized are L.Sentance, P. Mee, B. Segal.

**Membership Sec.** J. Corke (prop. V. Salisbury; sec. H. Parry)

S. Tailby is recognized as the membership secretary *reserve*.

**Equality Officer** [proposal by Ruth Amias not to elect agreed]

**Returning Officer.** A. Cousins (prop. T. Murray; sec. J. Corke).

#### **6. Confirmation of Regional Representatives:**

Margaret George, Liza Sentance, Charles Henderson (reserve)

**7. Environmental (Green) Rep** Tony Staunton

## **8. Confirmation of delegates to Trades Councils**

Bristol Barbara Segal

Exeter Tom Murray

Gloucester Ruth Amias

Mendip vacant

Plymouth Tony Staunton

Taunton and West Somerset Charles Henderson

Torbay & South Devon Liza Sentance (who is TSDTC secretary)

## **9. Confirmation of delegates to National Pensioners Convention.**

Gloucester Avon and Somerset (GAS): Ruth Amias;  
Barbara Segal

Devon and Cornwall in the South West: Liza Sentance

*Dated 25.3.20. Alan Cousins Returning Officer. Jo Corke Membership Secretary.*

## **10. Matters referred to AGM from OGM meeting 14.10.19**

### **1. Minute 6.2 Treasurer and (Appendix 2).**

Travel Expenses to branch meetings. Members are strongly encouraged to use public transport when travelling on UCU business. When circumstances arise when use of a car is necessary the suggestion was made that branch policy should be car reimbursement at 20p per mile.

Agreed.

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### **2. Minute 8.**

It is going to be difficult to make more than the most token of donations (such as the TCs) in future having regard to the fact our meeting accommodation is free at present and the need to make the best case for further funding for the essential work of the Branch.

Agreed.

## **Annual Reports from Officers:**

### **Appendix 1. Chair/Secretary Tom Murray.**

This has been another busy year for the UCU both at the national and local level.

At the end of last year and the beginning of this year the UCU was still actively involved in industrial action concerning pay and USS pensions. Members of the RMB had been supporting their working colleagues across the region and continued to do as at the beginning of the year until the completion of the negotiations and the recommendation by the union that the offer should be accepted.

This was followed by a period of turbulence within the union, culminating in the resignation, on health grounds, of the General Secretary, Sally Hunt, and the election and appointment of a new General Secretary, JO Grady

Following a period of consolidation the officials of the union and the members re-grouped and decided the fight was not over and that the fight re pay, conditions of service, and in partial pension rights should continue. December 19<sup>th</sup> 2019 a special UCU conference approved the commence of 14 days strike action.

The union and its members have continued to take action in the early months of 2020 with good effect. University UK has agreed to further talks and these have begun and are ongoing.

On the FE front the campaign FE Fights back continues with ballots and action for improved pay and conditions of service.

Throughout the year ending the SW RMB has supported members in the work place branches across the region, and will continue to do so.

The branch has participated in the governance of the union at regional level by sending delegates/ representatives to the S West Regional committee and the SW Industrial Relations Executive meetings.

The Branch has continued to participate in the actions of the union movement as a whole by sending delegates to local trades councils across the SW region.

The Branch has sent delegates to the TUC annual pensioner's conference in Western-super-Mare and also to events organised by the National Pensioners Convention.

The Branch continues to meet to discuss union matters, and to listen to outside speakers on interesting topics.

## **Appendix 2 Treasurer John Daniell.**

### **Donations**

*Rule 6.3.4 Donations to charities or other bodies whose objects are consistent with those of the Branch. Donations greater than £50 must be approved by a general meeting of the Branch; **donations below this may be approved by the committee.***

Having regard to the regional nature of the branch subscriptions to trades union councils have been based on the assumption that the 'region' is composed of five 'Branches' for this purpose of 50 members each resulting in payment of the minimum subscription of £10 to which a charitable donation of £1 has been added to cover costs of any necessary communication required by this Branch. However in the case of the two NPCs 100 members have been attributed to Devon and Cornwall Branch to which £20 has already been paid in accordance with the schedule of charges and £25 is due to be paid to NPC GAS in respect of the remaining 169 members which is the subscription due whatever the size of branch. Where these higher subscriptions occur it is suggested there is no need for a donation

In October 2019 the Branch committee agreed to make a donation to Plymouth TUC of £30. The ability of the Branch to do this is more retrospective than prospective having regard to the fact that members have only been able to claim travelling expenses since 2017- 2018 so that this could legitimately be represented as members gift by those who in the previous two years of the existence of the Branch have not received expenses for travel. **It is going to be difficult to make more than the most token of donations (such as the TUCs) in future having regard to the fact our meeting accommodation is free at present and the need to make the best case for further funding (above the formula allowance) for the essential work of the Branch.**

### **Treasurer**

*Rule 8.4 The treasurer will have custody of the funds of the Branch and*

*authority to make payments from them in accordance with the rules as need arises. The treasurer's duties will be to keep the books of the Branch; to present the accounts of the Branch for auditing as necessary; to present these audited accounts to a **general meeting** of the Branch, to publish them to all members of the Branch, and to submit a copy **forthwith** to the honorary treasurer of UCU. In the absence of the treasurer, the treasurer's duties will be performed by another officer as the committee decides.*

At present there are two signatories who are also 'Auditors' who are based in Torquay and Plymouth respectively. There is a need to appoint a member who can also fulfil this role located in the Bristol area having regard to security of documents to be signed to meet requirements of the UCU Treasurer (should the present Auditors be unable to attend relevant October meeting) noting that the Branch Treasurer is based in the Bristol and may conveniently arrange communication of the supporting paperwork by visitation in person. This will also facilitate the endorsement of cheques which need to be countersigned between meetings. An arrangement for electronic payments (and other transactions) has yet to be made.

One only of the 'Auditors' is needed to sign the following for return to the UCU Treasurer:

*I/we have audited/examined the Statement of the Financial Position at 31<sup>st</sup> August 2019 and Statement of Comprehensive income and expenditure for the year ended on that date, which have been prepared under the historical cost convention.*

*In my/our opinion the Branch has kept proper accounting record and has maintained a satisfactory system of control over its transactions. The Accounts of the Branch are in agreement with the accounting records and give, under the historical cost convention, a true and fair view the state of affairs at 31<sup>st</sup> August 2019 and of the income for the year ended on that date.*

*Signed .....*

*Signed.....*

*Date.....*

*Date.....*

*Address of*

*Auditor(s)/Independent Examiner(s) .....*

***Note: The financial position is totally covered by the ledger and associated claims, bills and receipts. The Branch has no investments or responsibility for property or equipment or any other such factor which has a financial implication.***

The next meeting of the Branch is in June. The Church of Christ, Bedminster, Bristol BS3 5AY (with self-catering) is available for this occasion. It is available weekdays except Thursdays. I am away on holiday 15 to 27 June but if the meeting is in the same position in the month as last year Monday 8<sup>th</sup> of June might be acceptable but the Branch is free to choose another day other than Thursday.

John Daniell 6<sup>th</sup> March 2020.

Note; the ledgers with details of all transactions were circulated for approval and were agreed; they are available on request.

### **Appendix 3 Membership Secretary Jo Corke.**

This year Stephanie Tailby has been registered at Head Office as the branch reserve membership secretary. Many RMBs have such a named person as it makes it easier if the officer is ill or away on a cruise.

The number of members in the branch has increased substantially this year to around 270. (I reported about 220 in 2019). Head Office refers retiring members living in the SW to our branch unless they wish to remain in their workplace branch. Some new members are those who have retired to the SW region. Each new member is welcomed to the branch by email or by post.

There are a number of members without emails. These receive only the January newsletter which is printed and sent by post. As the cost of sending by newsletters post is considerable we ask people to send their emails in order to receive all the branch and Head Office information. This year several members responded positively to the request. There are some members whom we know have vision loss; we can send printed copies of the newsletter by post. Let me know if that is a facility that you would like.

There are a number of members who are registered on the Head Office database under their university of college email address. At regular intervals many

establishments remove retired members from their email facility. We become aware of this as their emails 'bounce'; we write to such members by post, asking for a personal email and amend the Head Office database if we get a response.

A letters of condolence is sent to the family when we are informed of the death of any of our members.

In October 2017 Head Office launched **My UCU**, a portal where members can complete their information on-line to be added to the database.

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**END.**