

UCML Winter Plenary 2020

Friday 17 January 2020 10.00–16.00

The Reading Room, British Academy,
10–11 Carlton House Terrace,
London SW1Y 5AH



BUSINESS MEETING

Item 4f Hon. Treasurer report

Income

Invoices and purchase orders for subscriptions payments picked up after the summer break and the UCML accounts still received £1,800 in subscriptions in the last quarter. We are currently chasing some outstanding 2019 subscriptions and starting the 2020 drive.

Subscriptions outstanding are from a small number of institutions: Birmingham, Brunel, Hertfordshire, Huddersfield, Kingston, Leeds Beckett, Lincoln, Oxford Brooks, QUB, RHOL, Richmond, Roehampton, and Ulster.

We now have been sending an email about the now expanded benefits of UCML membership and this has somewhat reduced this list.

Our focus now is on subject associations. Some have not responded – and some are large organisations (e.g. SFS) and I will engage via subject reps for this.

Expenses

All expenses to exec and steering members submitted are paid up to date and with a few small exceptions, we have paid expenses in three weeks, sometimes within 3 days.

We have also paid out:

- £3,209.10 for the UCAS data on degree scheme choices, 50% of which we are going to recoup from the British Academy.
- £1,200 for summer Plenary expenses and £700 in catering, while the April exec cost just under £700 in expenses and £300 in catering. These are within the usual range.
- £399 for our new WordPress website and £500 to Cardiff for a UCML Wales Conference.
- 100 euros for our 2019 subscription to the European Alliance for Social Science and Humanities.

I look forward to paying out expenses for our small bids too. I am very supportive of the decision to have two calls of £2000 a year, with the deadline just after each plenary, so it follows our meeting cycle and we can issue the call for bids with invites and publicise it at the plenaries.

These are more outlays than usual. Our proactive subscription activity can support them and we have committed to use these funds to stimulate languages activity (rather than gather tiny interest in the bank). We will of course keep an eye on this in case we are overspending.

Balance

£493.86 in the current account, and £11, 541.30 in savings, a situation completely comparable to this time last year, despite the outlays (because of increased income).

Other housekeeping that needs to be done over winter:

- Get a UCML business card
- Add Claire Gorrara to the accounts
- Set up PayPal account on new website

I am in the process of adding Claire Gorrara as Chair to the UCML accounts, so that she too can have access to the business cards. In order to get a card we must pass the following resolution:

3b. Partnerships, Limited Companies and Limited Liability Partnerships, Clubs & Societies, Unincorporated Charities and Charitable Incorporated Organisations

Resolution:

This resolution must be passed at a Meeting of the members of the relevant management committee of the Business/Organisation who holds the Bank Account ("Customer")

It was resolved that:

- the Cardholders (who are also Authorised Signatories to the bank account) are authorised to request and be issued with Debit card(s) and/or Debit card details (including replacement cards, card details and security details) for use in relation to the operation and the giving instructions in relation to the bank account
- the Signing Rules contained in the mandate provided to operate the bank account above be supplemented (but not replaced) by the additional Card Transaction Authorisation Rules which will apply to the operation of the bank account using a Debit card or Debit card details. The current mandate to operate the bank account shall accordingly continue as supplemented and amended
- the Customer agrees to be bound by the Debit card Terms contained in this Application Form and any amendments made to them from time to time. These terms apply in addition to the terms and conditions for the bank account, which shall not be prejudiced or affected by the Debit card Terms
- the Customer agrees that all transactions authorised by a duly authorised Debit card should be debited to the bank account and that the Customer accepts liability for any unarranged overdraft resulting from any such transactions that Cardholders may use their

Debit card to order cheque books and statements and to obtain details of the balance on an account

- the Bank may continue to rely upon this Resolution until it is revoked in writing by a suitably authorised notice to the Bank.

Olga Gomez

Honorary Treasurer, with thanks to Claire StJE for her support on finances.