

**Minutes of Committee Meeting via Zoom
16th December 2020**

MINUTES

Attendees- 9

Apologies -2

Registered Charity No.1192380

New member Kay Aldred was welcomed to the committee.

Arrangements were made to pass on minutes for signature when this is physically possible and the minutes of the previous meeting were passed as a true and accurate record.

Matters arising:

1. Accessibility Officer – amendment of policies.

The standard u3a policy advice was noted i that:-

- **Reasonable adjustments should be made for accessibility needs.**
- **The u3a should not discriminate directly or indirectly by not having measures in place.**

The Accessibility Officer is ready to write a policy but first needs to assess issues -a brief comment is included in the Equality and Diversity Policy.

The main issue is toilet access at WFSSC as wheelchair access to the building can be arranged but access to toilets is too narrow.

It was resolved to consult the club further on this.

The issue of the use of domestic premises was also discussed.

2. **Membership Update** -remains at 110 including 2 new members who joined in November. One member has withdrawn owing to ill health.
3. **Proposed questionnaire** -to defer until after Christmas.
4. **Reassessment of group suspensions** - It was noted that the calendar needs to be updated , including those groups that are suspended so that it is still clear which groups are available. There is a statement about suspension on the website.
5. **Charity Status Application.** -West Pennine Villages u3a is now a registered charity as of 17th November. The number should now go on correspondence and on the website underneath the u3a logo. It was noted that new members need to be contacted in order to register them with the Charity commission. Thanks were offered to the Treasurer for the completion of this application.
6. **Progress with Speaker Meetings –B. Humphries-** has been contacted and a list of possible topics previously circulated to committee members. Resolved to aim for a Speaker meeting on 6th January with a topic of ‘Titanic Survivors’, with the understanding that the fee of £60 cannot in present circumstances be recouped. It was decided to review after this trial.
7. **Grant bids – progress with template.** -item is deferred.

MAIN BUSINESS

1. **AGM review** - [*including amended Accounts Report for approval.*]
The AGM was thought to be generally successful but it was noted that information has since been received on the running of virtual AGMs. Thanks were offered to those who worked on the amended accounts which have been newly circulated. These were approved for addition to the website as final confirmed accounts.

The treasurer will check whether documents such as the Annual Report need to be sent to the Charity Commission on this occasion.

An Examiner was suggested.

The decision to amend the Constitution with ref. to non-physical meetings having been taken at the AGM, it was agreed to accept the current Constitution at this meeting.

It was thought that in future Minutes of AGMs should go out to all members along with a website version.

Also noted that that AGM reports must be retained.

Thanks were offered to all for helping with the AGM.

- 2. Quiz review - generally thought to be a successful evening.**
- 3. Co opting of new committee member Pat Holt. -Approved. To be added as an addendum to the AGM minutes.**
- 4. Next newsletter – including High Street Project. Items for the newsletter were confirmed including a Christmas message and reference to the proposed Speaker Meeting.
-resolved to contact the Group Convenor to check this initiative.**
- 5. Confirmation of Officer roles. Approved that all previous officer roles shall continue.**
- 6. Training for Trustees- it was thought better to use u3a resources. Various other links, ideas and offers of help were suggested including those of the Charity Commission.**
- 7. Approval for making Googlegroups email group permanent was given.**

AOB

- The Great British Spring Clean has been re-scheduled to 28/5-13/6/21 and it was hoped that by that date participation would be possible.**

- **Group reports have been prepared and it was resolved to distribute these to Convenors.**
- **A link has been received on an EGM to approve AGMs via Zoom. Information is to be made available on how to hold such meetings[already achieved by WPVu3a]**

Date and time of next meeting- 9am 3/2/21