

**Minutes of Committee Meeting WFSSC  
17<sup>th</sup> November 2021**



*Registered Charity No. 1192380*

There were 8 attendees \_ 2 attending virtually and 2 apologies were received.

The Chair welcomed those present .

The minutes of the previous meeting were approved.

**Matters arising:**

1. **Further changes re change of circumstances-** the membership form has been changed in response to notes received from the web editor. All convenors now have a communication link on the website.
2. **Use of members for Speaker Meetings** – It was thought that there was currently no financial need to use members as speakers. It was resolved to keep this issue under review.
3. **Amendment to Membership Form-** the required amendment has been made.
4. **New Convenor of MOTO group-**The meeting was informed of the new convenor for this group. It remains to make sure she is familiar with Beacon systems etc.
5. **Progress with new/relaunched groups.** -A new golf group is to start-and the group convenor will need to be familiarised systems. It has been resolved to put folk dancing on hold for the time being along with fishing, cycling and birdwatching [these last probably until the summer.] Indoor

games has restarted and is going well and is sharing the venue with Bookshare. Family History continues on an individual basis.

6. **Review and simplification of safeguarding document** – This is still ongoing. Further simplification to a basic flow-chart was suggested- in order to make it clear the onus is not solely on the Convenor.
7. **Open day Photo display** -No longer felt necessary.
8. **Risk Assessments sent to all groups**- it was confirmed that the main concern was to ensure they go to any new members. Group convenors should know where to access it on the web-site. Word of mouth confirmation was thought to be sufficient.

## **MAIN BUSINESS**

1. **Treasurer's report** – A revised version of this report has been received after some amendments had been made. The Treasurer's responses and explanations were communicated in some detail. It was thought desirable to have a simpler format that could be presented to the wider membership audience. There were mixed responses to the idea of moving the financial year. Resolved – that the Chair and Vice-Chair should meet with the Treasurer for further discussion.

There was a further clarification of procedures where a group may be running on a small loss and of at what point the convenor should reassess. This was deemed to be largely a 'common sense' decision.

2. **Speaker Secretary report**- There was general approval of this report and a further offer of a speaker for 2022 was communicated to those present.
3. **Other Speaker meeting issues:-**
  - a. Speaker talks also on zoom? - Various options were discussed for members who are still nervous of large numbers. It was

thought any system would need thorough testing and it wouldn't be viable to have questions from a virtual audience. Resolved to further discuss this and consult with the Speaker secretary.

- b. Hearing loop or other for Speakers-Resolved to research this further.
- c. Possibility of Sir Lyndsay Hoyle to speak- The Speaker has agreed to give a talk on his role [ in Spring 2022 date to be arranged].
- d. Feedback form possibility- it was generally felt a verbal approach was preferable. Again, this needs to be discussed with the Speaker secretary . Any results could be shared with other u3as.

#### **4. Membership Update.**

Currently there are 163 members.

- 5. **AGM** – possible time table re nominations etc. and discussion of new constitution wording as an agenda item. The following dates were suggested and accepted:-

- **28 days' notice - 11<sup>th</sup> Jan. for nominations**
- **2<sup>nd</sup> Jan. for close of nominations**
- **Tues 18<sup>th</sup> Jan to inform members of the proposal to adopt the amended constitution to allow virtual and/ or blended meetings.**

It was resolved to form a sub – committee which will meet to consider these and other arrangements.

Terms of office were clarified.

- 6. **Website photograph-** this has been removed.

7. **Christmas Quiz.** – arrangements for this were confirmed, including prizes , Christmas jumpers and refreshments .To commence at 10am and be publicized in the Newsletter.

**AOB**

- Discussion of procedure at accident and of responsibility of group convenor. It was thought that the location of first aid provision should be made clear but that the role of convenor does not imply responsibility.
- A fund raiser suggested by a member was considered but it was thought that such extra funds were not needed at this point.
- It was pointed out that St Joseph's Club in Brinscall will be available as an alternative venue for drop-ins and speaker meetings- this will be researched by a member of the committee.

Date and Time of next meeting: 12<sup>th</sup> January 2022 .