

**Minutes of Committee Meeting WFSSC
25th August 2021**



Registered Charity No. 1192380

The Chair welcomed those present.
There were 9 attendees and 3 apologies were offered.

The minutes of the previous meeting were approved.

Matters arising:

- **Progress with circumstance change notifications-** No change of circumstance information had so far been received. An annual request was suggested and approved. Information will go to the Membership Secretary and be conveyed then to the Accessibility Officer.
The Accessibility Officer then shared a possible format of a covering note to such a link.
- **Group leader meeting.** -update – This meeting was to take place immediately after the committee meeting in order to update Convenors on various issues
- **Review of latest Speaker meeting** – This had been circulated with the agenda – The August Speaker had been well received and the meeting well attended. Two further meetings are booked . A further suggestion re. RHS Bridgwater was made which prompted discussion about fees Resolved to raise this with the Speaker Secretary when possible. An offer of additional help in finding Speakers was welcomed as well as information that the Northwest U3A has a reliable list of successful speakers.

- **Groups re-opening -update**-Most are now reopened, with some remaining ones set to re-open in October including some movement indoors. Thanks were offered to Group Convenors for their efforts.
- **Membership Update including current count of those re-joining**-There are 130 members at present, including 4 new members. The renewal count is 59 so far with only 1 member withdrawing. Some membership forms will be left at WFSSC since some new members had joined without reading and completing a copy.
- **Requests to opt-out of magazine- rewording** -Resolved to change this to an Opt-in and include an item in the Newsletter. Requests to receive to go to the Membership Secretary.
- **Remaining signatories for code of conduct**- the remaining signatures were collected other than 1 member currently residing elsewhere. A concern expressed by the Web Master re. –the text of the 'Membership Agreement' and Code of Conduct. Confirmed that the code of conduct referred to is the one published on the web-site and members were reminded of its content. The Membership Secretary was asked to compare the two. It was suggested that the phrase “ Members are expected to comply with the u3a Code of conduct” and provide a link to this.
- **MOTO group progress**-No real progress yet. 3 people made contact. There was further discussion on how to promote including a newsletter item and an offer of a first meeting
- **Local History group progress.**- So far no-one has been found to lead such a group. There was a suggestion that history talks be included in the activities of the Social Group and it was suggested that the Speaker secretary be contacted re. a History Speaker.
- **Book Share group progress.** - This group is to relaunch

MAIN BUSINESS

1. **Treasurer's report.**- The Treasurer provided information on a visit to Natwest Leyland bank on 19/08/2021 re updating of mandate. and change in address of the Chair. This will have to be done through Head Office. A similar situation that had arisen with the Charity Commission was described. The report was clarified and approved.

The meeting was informed that PayPal have reduced commission for charities. There are some difficulties with uploading the Charity Commission Registration Certificate. The Membership Secretary offered to assist.

2. Open Day arrangements inc. publicity, up to date info including website, sign up form and display requirements. Refreshment arrangements-

Posters were issued, but there was emphasis on word of mouth as the most effective publicity. Emphasis was also placed on the strategy of each member bringing a non-member. The timing would be 10am -12noon. It was confirmed that there would be parking on the cricket field.

Refreshments will be available, and volunteers were sought to provide cakes and to man the kitchen. It was resolved to ask members who normally attend Drop-ins for this. The Publicity Officer will liaise with cake makers. It was envisaged that activities would take place outside with example activities either on display or for people to join in. There will be alternative if the weather is inclement and if a Convenor cannot be at the activity a replacement should be sought or at least have printed details available. The condition of the drive approaching the club was discussed. It was thought that members lists should not be blank but include current members .

3. AGM date- A date in early Feb. 2022 was thought appropriate- to be confirmed later. There was some discussion on the possible need for a blended meeting for quorum to be reached. On consulting the Constitution, it was thought unlikely that the membership would increase enough to take 1/10 above 30.

4. Requests from Forest School for publicity- It was thought that the Constitution prevents our giving this kind of publicity, but a poster could be displayed at WFSSC as had been done for another charity previously- this would avoid actively promoting it.

AOB

- Recent news of the waning effectiveness of vaccines was raised. Most members will have been vaccinated early so it was deemed important to still proceed with extreme caution and monitor for possible outbreaks.
- It was suggested that the reference to policies on the website be modified. Some other issues with uploading policies were mentioned.

Date and Time of next meeting.

- 6th Oct at 10.am. WFSSC