

Minutes of Committee Meeting via Zoom
9th June 2021



Registered Charity No. 1192380

A total of 11 members attended.

Those present were welcomed by the chair.

The minutes of the previous meeting were approved as a true and accurate record.

Matters arising:

1. **Eligibility Form-** confirmed that this is for our records only and does not need uploading.
2. **Contact system re New Speaker Secretary** -The new Speaker Secretary has been given some instruction re. Sitebuilder further support to be requested from the Web Editor. He is also now registered on Beacon as Speaker Secretary.
3. **PayPal update-** documents have been provided so that this system will continue to be used.
4. **Contact with Charnwood u3a-**report of very positive response received.
5. **Membership map** – this was with a view to exploring the use of new venues. Now seems not to be a pressing need. One positive response to enquiries has been received.

It was suggested that this topic be kept on the agenda to be returned to yearly in order to regularly address this point re. venues.

It was further suggested that any request for change in circumstance be included as a repeat in the Newsletter. Contact should be with the Membership secretary who could in turn liaise with the Accessibility Officer.

6. **Annual return-** this has now been successfully completed and the resultant request for payment received very quickly.
7. **Group leader meeting.** -Any date for this cannot be fixed until all the policies are finalised. An Agenda is prepared.
8. **Zoom -the future?-** The risk of incursion was discussed.

MAIN BUSINESS

1. **Accounts [pre-distributed.]** Accounts are stable. These were accepted.
2. **Policies-** A sub-committee has met to update the policies with all points discussed at the last meeting. These are in the process of being uploaded. The suggestion is that the onus is on the current member, as it would be for a change of address, to make contact and indicate a change of circumstance. A system has been devised by the Web Editor which was pronounced easy to use with a couple of hitches. The membership form is now called Membership and Change of Details form. There could be a personal email from the Accessibility Officer, once a year requesting any change of circumstance to [to cover existing members. Resolved that the Web Editor would liaise with the Accessibility Officer to produce a format for review at the next meeting.

Updated policies will be uploaded as soon as possible.

3. **Future Speaker meetings** – Confirmed that the July speaker, Roger Blaxhall will speak on "Hold the Front Page on Wednesday 7th July at 11am and not 10am.
The August Speaker will be Bowland Mountain rescue on 4th August [deferred from last year.]

The Speaker secretary is working on how to update his website page, and will, if necessary set up a standard 45 min. Zoom meeting which can be redialled.

The Web Editor undertook to contact the Speaker secretary with a view to setting up a 'Sandbox'.

4. **Group - re-openings– The way forward indoors** -Table Tennis has restarted in bubbles of 6- this has taken place for 3 weeks. In view of regulation changes and advice that in Lancashire meetings should not take place indoors, the meeting immediately due has been cancelled. There was discussion on how difficult to interpret and sometimes inconsistent the advice is. It was thought not within our remit to ask if members are vaccinated. Further examples were given of the cautious route that is and should be being taken.

Information was offered on the interest being shown in 'blended' meetings [as a principle to follow, whether or not we meet physically]. Training/ Information sessions are available. Financial implications of such meetings were discussed

5. **Membership update** – There are 122 members at present.

6. **Celebration of re-opening -our u3a day- publicity**-Posters have been prepared. An Open day with activities on display is envisaged to which members can bring a non- member. This would possibly take place at the end of July. Again ,the point was made that we should proceed with caution.

AOB

- A point was made re. a particular member . The risk assessments for groups should cover the situation. As previously stated, requiring information re. vaccine uptake is not something within our remit.
- There has been a request from a volunteering charity to look for volunteers from within our membership. This was thought to be a parallel to the

situation with charity collections that we were advised against at the beginning. A poster at the venue would be a possible solution.

- Opinion was sought on some publicity received from Amazon Smile as a fundraising method. This was thought unnecessary.
- Resolved to Trial the Interest group Summary sheet with 2 members of the committee.
- Resolved to put on the next agenda a change to the accounts year end to March. This will raise the question of how to adjust the fees.

Date and Time of next meeting.

14th July – 9am at WFSSC.