

MINUTES OF U3A COMMITTEE MEETING WEDNESDAY 13TH MAY 2020  
2.30pm ZOOM

Present : Carmel Lawrence Gail Judith Douglas Caroline Audrey  
Anita.

APOLOGIES FOR ABSENCE:

None.

MINUTES OF LAST MEETING:

The Minutes of the previous Meeting held on 6th April 2020 were  
discussed.

IT WAS PROPOSED by Lawrence and SECONDED by Gail that the  
Minutes of the meeting  
held on 6th April 2020 be passed and approved.

Addendum to Minutes:

Douglas asked for clarification of the date to which the membership of  
Beacon should be extended and it was agreed that this should be the end  
of October.

The Minutes of 1st April Meeting could be posted to the web site. Audrey  
suggested that this  
should be under the heading of 'Summary of Minutes' in case in future  
there may be  
confidential matters discussed which it would not be right to publish.

1. LOCKDOWN:

Carmel had read through the latest Government paper and also the  
relevant legislation.

There was little change in Government advice as far as the U3A was  
concerned and group  
gatherings were still prohibited by Law.

It was felt that it was important that no Group meetings should take place  
under the auspices  
of the U3A until such time as Government advice changes.

Lawrence felt it was important to point out that any such meeting would not be covered by the U3A insurance and could not be sanctioned.

Gail had heard that one group was considering meeting, not in what could be considered a public place.

**ACTION** - Carmel to ring the Group Leader concerned and make the above points to him.

Caroline to put something in the News Letter to this effect.

## 2. CONTACT APP:

Lawrence had sent out a summary of the proposed Government Contact APP currently being tested in the Isle of Wight. Whilst it was thought that it would not be right for the U3A to recommend the use of such an APP, we could offer help in downloading and use of the APP if members required it.

A note to this effect could go in the News Bulletin at the appropriate time.

## 3. GROUPS:

Audrey had been in touch with all Group Leaders and had offered a Zoom meeting if they felt this would be a help in any way. Response had been unenthusiastic.

Carmel suggested that we should ask Group Leaders to let us know if they were thinking of doing anything different so that we can be sure that none of them were proposing any action under the U3A umbrella which might be contrary to Government legislation. It was suggested that they could be encouraged to do this so that information in the web site could be kept up-to-date.

ACTION - Audrey to ask Group Leaders to let her know of any changes they may have in mind as above.

Gail suggested that, once legislation changes to allow smaller groups to meet, the U3A might promote a “rolling coffee morning” particularly bearing in mind the number of members who live alone.

It was also thought that, as soon as permitted, there should be a Group Leader social meeting as had previously been planned.

It is hoped to hold an Open Day in the future, again as permitted by legislation.

#### 4. NEWS BULLETIN:

In the absence of any particular news, it was discussed that this should include following Government advice and details of the tracing APP.

Audrey drew the Committee’s attention to the Tetbury Scrubbers who are making scrubs for local medical facilities. A contact note could go in the Bulletin.

Judith thought it would be good to give people an opportunity to thank anyone who they felt had been especially helpful in current circumstances.

Anita had sent the Committee notes on memories of VE Day from a group of friends. It was thought that it would be acceptable to ask members for any similar memories. These could be emailed to Anita who would try and collate them in some way for publication in the News Letter.

#### 5. KIC:

Gail confirmed that various emails had been exchanged and the idea seemed to be working well. There was also the KIT: button on the web site but it was not possible to know how many people used it.

Anita said she would draft a couple of lines about the U3A to go on to the Tetbury Covid 19 Facebook page to draw attention to the fact that the U3A was still in action and to give a reminder of our existence.

#### 6. LUNCH:

Anita reported that she was hoping that Calcot could provide a three-course meal with coffee for about £25. There was no charge for the room. The Chef would be in touch with suggested menus later. No deposit required as yet.

#### 7. WEBSITE REVIEW:

Lawrence said that Gail had assisted him in restructuring the home page and asked if any further changes were needed. The general view was that it was fine as it is and no change was necessary. Audrey felt that change should not be made just for the sake of it and Carmel felt that familiarity was useful.

Douglas asked for clarification of the details of membership renewal and it was agreed that a non-committal phrase ““for second year” should be used. Fee to be £12 pa.

#### 7. AOB:

(A) Job descriptions: It had previously been discussed that the

Committee should each individually draw up a new, short description of their duties.

ACTION - each Committee member to send such description to Lawrence.

(B) Future Monthly Meetings: Anita reported that she had cancelled Speakers up to and including July and had re-scheduled the cancelled ones for next year. Speakers had been booked until May 2021 subject to unforeseen problems and a reply from one person.

(C) Finance: Douglas reported that our financial situation is good. Gail asked if it was possible for her to use the APP for paying in cheques. Douglas will look into this but thought it might be complicated. Future renewal forms will have BACs form included.

Audrey made the point that 'Finance' should be a separate heading, not under AOB. Carmel confirmed that this is usually the case.

There was no other business.

The next meeting was scheduled for Wednesday, 10th June, 2020 at 2pm via Zoom.

The meeting was closed.