

MINUTES OF U3A COMMITTEE MEETING MONDAY, 7th SEPTEMBER, 2020 2.00pm
via ZOOM

PRESENT: Carmel Audrey Caroline Douglas Gail Judith Lawrence Anita

1. APOLOGIES FOR ABSENCE:

There were none.

2. MINUTES OF LAST MEETING

The Minutes of the previous meeting held on Monday, 10th August, 2020 were discussed.

(a) There had not been an opportunity to inspect the room at Upton Mill but it was thought that it would probably not be suitable for U3A use. Audrey volunteered to have a look at the room, but there is no urgency about this. It was confirmed that the list of talks is under 'Events' on the web site. Audrey has a list of venues in the Groups Co-ordinator handbook.

(b) Lawrence confirmed that he had applied for the copyright licence and had paid £60 for his own funds to be reimbursed.

(c) Some adjustments were suggested to the Minutes in order to leave out names and present them in a passive form.

ACTION: Anita undertook to carry out these changes.

MATTERS ARISING

Website - Some progress had been made and there had been a number of suggestions. The Glass group had submitted some photographs of recent work.

Committee Page - First names had been added to the Committee email aliases to make it more personal.

IT WAS PROPOSED BY JUDITH AND SECONDED BY CAROLINE THAT THE MINUTES OF THE MEETING HELD ON 10th AUGUST BE PASSED AND APPROVED.

3. LOCKDOWN STATUS

A. GOODS SHED

Some of the discussion on this subject would also cover points to be raised under the headings of Groups, Speakers and AGM.

In general, there has been no particular shift in Government guidelines. It appears that 'activities' can take place in a Covid-secure environment. This has enabled the Goods Shed to reopen within the guidelines.

The Play-Reading Group has made direct enquiry at the Goods Shed about holding a reading of works written by the Group with a charge of £5 open to friends and families, the charge to be donated to the Goods Shed in a way to be decided. It was considered that this would be possible within Government guidelines bearing in mind that Groups must be responsible for its own costs.

Groups have to submit accounts and must not accumulate funds beyond a small float.

ACTION: Carmel will confirm to the Group Leader that the play-reading performance falls within permitted limits.

B. PROPOSAL FOR AGM

It was decided that a small sub-committee should be formed to discuss the details of arranging the AGM. After discussion of possible dates, it was decided that the AGM should be incorporated with the October meeting with the Speaker already arranged and that this should be held at the Goods Shed.

ACTION: Anita to check with Katharine as to whether we can reinstate the dates previously booked and find out whether we would be responsible for the pre-booking or whether we could use the Goods Shed system.

There must be at least two weeks' notice of the AGM and a quorum is 10% of membership.

AGM must include Chairperson's report, Financial report, Committee positions appointed.

It was agreed that everything should be kept as simple and informal as possible within the remit of the Constitution.

A sub-committee was formed consisting of Lawrence, Judith, Gail and Anita.

C. NATIONAL AGM

The Tetbury branch has two votes at the AGM. Other members are free to attend although cannot speak or vote.

The only resolution is for the increase in annual fees. Previously the Committee had agreed that we are against this proposal. If there are any other points to raise, these can be passed on although there is no surety that there will be an opportunity to put these forward.

Carmel and Lawrence agreed to attend and vote on our behalf.

4. FINANCE

Members are not rejoining as quickly as before. It was confirmed that we can revert to a £12 subscription next year. (1st August 2021 onwards) and this needs to be proposed and agreed in the October 2020 AGM.

A forecast had been drawn up using very conservative numbers and allowing for possible future pandemic problems showing a surplus at the end of 2024.

It was confirmed that the TAM and annual returns had been submitted.

The Committee thanked Douglas and Lawrence for handling this matter.

Lawrence had gone through the Bank statements to find transaction numbers. These provide a space for comments and Lawrence has now arranged matters so that Douglas can access all this information.

5. COPYRIGHT

This was considered under review of Minutes.

6. GROUP STATUS

All Group Leaders have been contacted. There have been one or two additions.

It was thought it's would be helpful if Group Leaders could let Audrey know when they re-start. This could be published in the Bulletin.

Computer group has been working although finds it difficult on line.

Piano Group - anxious to find one or two other members.

Play-Reading - keen to restart.

ACTION: Carmel undertook to reiterate the guidance from National Office. Meetings inside should still only consist of two households. Only Covid-safe environments are permitted to host larger groups which must be allowed activities.

7. SPEAKER STATUS

This was covered under Lockdown status.

8. MEMBERSHIP RENEWALS

It was reported that there have been 144 renewals with 87 still outstanding.

ACTION: Gail is emailing the outstanding 87 members with a reminder and also Group Leaders to update them on lists on Beacon also enquiring about spaces on Groups.

9. BULLETINS

It was felt that the Bulletins in their current form are excellent, being short and succinct. The feeling was that this is not the place for photographs.

The Photographic Group had been asked to produce some photos for the Home Page of the web site and also for the pandemic project.

The Editorial we are permitted to insert in the Advertiser is very limited in space and it is necessary to keep this to essential information.

When the news letter re-starts, some articles may be appropriate for accompanying photographs.

ACTION: Gail will email the Photography Group leader re photographs for the pandemic project.

ACTION: Anita to draft note for bulletin and Advertiser re. October meeting as soon as she has confirmation from Goods Shed.

10. A.O.B.

The AGM sub-committee agreed to meet on Saturday, 12th September at the Goods

Shed at 11am.

Lawrence agree to produce new status labels before the AGM where needed.

The next Committee meeting was arranged for Monday, 2nd October at 2pm.

The Committee thanked Lawrence for setting up the meeting.