

MINUTES OF U3A COMMITTEE MEETING HELD MONDAY 10TH APRIL  
2021

AT 3PM VIA ZOOM

PRESENT; Carmel Gail Judith Lawrence Anita - Douglas joining later.

1. APOLOGIES FOR ABSENCE:

Apologies were received from Audrey.

2. MINUTES OF LAST MEETING:

The Minutes of the Meeting held on 9th March 2021 were discussed.

There were no matters arising.

IT WAS PROPOSED BY JUDITH AND SECONDED BY CARMEL -

THAT THE MINUTES OF THE MEETING HELD ON MONDAY, 9TH MARCH  
2021 BE PASSED AND APPROVED.

3. LOCKDOWN STATUS:

(A) The road map for gradual release from lockdown proposed by  
Government was going ahead as planned.

Currently groups of six are permitted to meet outside either in public or in  
a private garden.

(B) Co-opting new members to the Committee. Two Members had  
agreed to consider joining the Committee, one of whom was going to try and  
join today's meeting (but was unable to do so).

(C) Cotswold Link. Notes on the meeting had been circulated to  
members.

It was felt that the most useful point was that there is considerable  
publicity material on the N.O. Website that could possibly be useful.

The N.O. was not prepared to make any concession on the capitation payments paid by all branches except to move the date to March to take account of the numbers of members not renewing.

There was considerable disappointment that the N.O. were going ahead with the Open Day in June when branches would not be able to meet indoors. Publicity materials had not been made date specific so branches could use them whenever they decided to hold their Open Day. A grant of £100 was available towards costs from N.O.

The Chair had spoken to the Treasurer on the above and it was decided to apply for this grant.

**ACTION:** Carmel as Chair will complete on-line application form.

4. FINANCE - Discussion was delayed until the Treasurer was able to join the meeting.

#### 5. WEBSITE AND ON-LINE SECURITY:

The Web Master had already taken steps to remove some postings on our web site which he felt could attract unwanted attention. He recommended that in using a search engine, it was essential always to look for the 'padlock' displayed at the top indicating a secure site: not answering calls, texts or emails from unknown sources: not sharing private information on line.

Regarding the 'troll' interruptions during the talk by Sue Limb, steps had been taken to make sure this could not happen again. The Zoom meeting would be locked at the start of the talk and it would not be shared on line.

#### 6. GROUP STATUS:

There had been no change since the last meeting. Groups that could meet (6 persons) outside were doing so and others continue virtually.

3.37pm Douglas joined the Meeting.

#### 7. SPEAKERS:

Speakers had been booked for the first four months of 2022 and also for September.

Carmel thanks Lawrence and Anita for dealing with the interruptions that occurred during the last talk.

Lawrence intending to send out emails regarding this month's talk on Monday 19th April and asked for a few words on the Speaker.

**ACTION:** Anita to send Lawrence short bio. for this month's speaker, Fiona James, for inclusion in email.

#### 8. MEMBERSHIP:

There are currently 179 members with one being processed.

The invoice for the capitation payment to N.O. had been received on 177 members.

#### 9. NEWS BULLETINS:

Anything for inclusion in the "Tetbury Advertiser" would need to be completed by this Thursday. There was very little additional news.

#### (4) FINANCE:

The Treasurer had circulated the end of the month and year-end statements. These show a healthy surplus. There was discussion as to the appropriate amount that could be held as a reserve, particularly bearing in mind our charitable status. It was felt that a sum at least equal to any capitation payment (this being due to increase) plus enough to cover any commitments was reasonable.

It was decided that we should now be looking into setting the future subscription. We already had permission from the AGM for the previous level but it was hoped that next year we could again offer a reduced subscription.

**ACTION:** The Treasurer will produce various models of subscription levels for the next Committee Meeting.

HMRC will require the Accounts to be signed off for the end of the year.

#### 10. A.O.B.:

Discussion took place regarding a possible date for an Open Day. It was

thought that Tuesday, 10th August would be convenient.

**ACTION:** Anita to check with Kathryn at Goods Shed as to whether this date would be available for the morning.

Regarding publicity, it was felt that a generic brochure advertising the advantages of joining the U3A would be useful. It could be left at the Goods Shed and handed out as appropriate at the Play Reading in June and possibly left at venues in the town.

**ACTION:** Anita to check the N.O. Website to see if there is a template for such publicity or anything else that could be useful.

A small sub-committee was formed consisting of Gail, Audrey (to be asked about this), Judith and Anita. Anita will convene a meeting once the date is booked and publicity checked as above.

There was no other business.

The date of the next Meeting was set for Monday, 10th May, 2021 via Zoom at 2pm.

Lawrence was thanked for his technical expertise in setting up the meeting.

The Meeting was closed.