

Minutes of North Walsham U3A Committee Meeting
Monday 17th August 2020
By Zoom

1. Those present: Steve Guratsky, Sonia Thomas, Peter Phillips, Clive Irons, Gill Moroney, Veronica Cooke, Marilyn Nevill, Jayne Potter, Richard Nevill (for item 12)

2. Apologies for Absence: Janet Barnard

3. Minutes of meeting 20th July 2020: these were agreed as an accurate record.
Proposed by GM and seconded PP.

4. Matters Arising: SG ran through the action points from last meeting and these had been completed. SG has had only one reply regarding the increase in national fees in 2022. The Committee list on the website has been updated.

5. Finance Report and Budget: year end figures for 2019/20 have been completed but CI needs to do some final checks. CI gave an overview of the figures. Some figures will remain static and others will be lower due to the lack of monthly meetings leaving £4908 in the bank. There is a surplus for this year of around £800 and the finances look healthy. Predictions for next year - CI has reviewed figures based on social distancing being in place at different timescales in the year and therefore predicting various percentage reductions. CI ran through the figures within his predictions and the reasoning behind them. We would still be in credit even in the worst case scenario as £2664 is carried forward so any deficit would be taken from this figure.

SG asked about the number of zoom subscriptions and it would appear that 4 subscriptions are being paid with many being used for more than one group.

The main concern is around the number of members and the membership renewal especially if there is a reduction of 20% or more.

The consensus of the committee is that social distancing will continue for a year (to 31st July 2021) with a 15% membership reduction and predictions will be based on this with regular reviews throughout the year. Proposed by PP and seconded by ST.

Action: CI will produce the figures for this prediction for the next meeting.

6. Secretary's Report: nothing to report

7. Membership Secretary's Report: the renewal letter has gone out to members and some are disgruntled due to not having telephone or internet banking to renew. Some have advised that they will not be renewing or will only renew once full activities re start. It was agreed that cheques would be accepted from those that really can't arrange a direct payment.

MN has had two new member enquiries.

Action: CI will review the statements online and advise MN as to whose payments have been received by standing order. MN to send a follow up letter in early October to those who do not renew by that date and a note will be added to the newsletter asking for a reason for non renewal.

8. Group Coordinator's Report: nothing to report. Agenda item to discuss the reopening of some outdoor activities.

9. Newsletter Editor's Report: the usual number of 22 hard copies were posted of the August newsletter. There are still very few groups who are contributing to the newsletter but there are some regular contributors.

10. Programme Secretary's Report: nothing to report. Zoom speakers have been discussed but were charging quite a large amount (£50 - £100) and the alternative would be for a newsletter item advising members of where they could find interesting links for talks, tours etc.

Action: All to send to anything of interest to SG.

11. Chair's item:

quorum for the AGM is 20% of the membership so 60 for NW U3A. The deadline is 15 months from the previous meeting so January 2021 latest.

SG has received 2 emails: one regarding the vote for TAT directors and SG will send details and another regarding national research will be in the newsletter.

Restarting of outdoor activities:- an in depth discussion followed regarding the restarting of outdoor activities.

There is some confusion regarding numbers and the general understanding is that up to 6 people from different households are allowed in gardens and 30 people as a group function arranged by an organisation.

A track and trace register must be taken and a risk assessment completed.

ST suggested distributing the risk form to group leaders so that they know what is involved in restarting? It will then give them an understanding as to what is involved and a choice as to whether they can make it work. No groups are allowed in homes or indoors and these can continue on zoom. There are also strict rules about holding groups in halls and other meeting rooms.

In summary: concern over the onerous rules, concern over whether group leaders will want to undertake these and whether they will do it properly, concern about what we would do as a committee if not done properly.

Action: PP will send an email saying that the committee would like to restart some outdoor groups but this is what you will need to do as a group leader and asking for feedback and a response.

12. Any Other Business:

The quorum requirement may be removed on a second attempt and SG will check the ruling on this. There may be some dispensation due to the current situation and a pre meeting needed to change the constitution. It was agreed to move the AGM to November when we would know actual membership numbers.

There was discussion regarding GRDP and contacting members who do not renew, via Beacon information.

Beacon 2:- RN summarised the details. Beacon 1 was developed for the administration of U3As and rolled out by Third Age Trust nationally.

NW U3A use it mainly as a membership database.

Beacon 2 will be more flexible and adaptable and RN gave an overview of the current development. It will be a quicker, easier, faster, better system following feedback from U3As using Beacon 1. If we have particular reports that we would wish to have from the new design we should feed this into the beacon 2 team.

They are looking for enthusiastic trainers to learn how to train users in our U3A and other U3As.

13: Date of next Meeting: Tuesday 20th October 2pm

Signature.....Date.....