

Minutes

Present: Jim Melville (JM), Richard Drake (RD), Barbara Hammonds (BH), John Bolt (JB), John Peat (JP), Sue Simpson (SS), Matthew Stephens (MS), Ernie Taylor (ET), Len Tomnie (LT), Vivienne Waterer (VW) & Linda White (LW)

1 All committee members were present

2 Draft minutes of committee meeting held on 4 March 2021

These were approved (copies to webmaster & minutes file)

Matters arising:

Disposal of spare film screen - an approach has been made to the Methodist Church (BH)

Minutes file to be kept by Secretary after AGM

Allan Walmsley (West Midlands regional Trustee) has accepted the invitation to attend the core meeting on 7 October. He will need to be contacted nearer the time with details.

3 Review timetable out of lockdown

As there has been no change to the Government's road map out of lockdown it was reconfirmed that the first core meeting be held on 1 July & the AGM on 5 August with group meetings able to start from 21 June. JM to update the front page of our website.

There is still a great deal of uncertainty concerning the protocols to be followed after lockdown. This will be discussed at the Zoom meeting on 3 June. All agreed to research information on hiring venues after lockdown ends on 21 June.

4 Reports

Treasurer

The annual accounts have been prepared and scrutinised by Alan Buckland. These will be discussed at the next meeting.

Main account (No 1) Little activity on this account which has a balance of £4,617.04 with expenditure of £50 for Mirthy talk & £11.99 for SSL certificate for website and income from Cooperative Bank of £75 for issues in opening our account.

Groups account (No 2) no activity to report.

Main account now with The Cooperative Bank. Payment from NatWest (£1,250) expected in the next couple of months. Online banking is now working. A few authorisation issues need to be resolved then a protocol written for JB & SS by RD & JM.

Online banking will be introduced on a phased basis with the aim to enable 2022 Membership Renewals online.

The Groups account has still to be transferred from NatWest to Cooperative Bank. Once this has been done it was agreed that the NatWest account be closed.

312 members renewed their annual membership including two honorary members.

Beacon: there is every likelihood that the update to the system may not happen.

Membership Secretary

Peter Calver (PC) has identified a reliability issue when sending out emails using Beacon to 6 members with Tiscali, TalkTalk or Lineone addresses resulting in their address being blocked. It was agreed that PC write to them to see if they have an alternative email or to offer them a generic email. This would ensure that they will receive emails sent through Beacon.

The Membership enrolment form has been amended to remove name and telephone number of the Membership Secretary.

Secretary

Reported that the Annual return showing 312 members had been completed and sent to National Office. It contained Terms of membership of the Third Age Trust with which we had to agree. JM will ask PC to put this information on the website.

Speakers Secretary

A Mirthy talk entitled "It's Not What You Say" by Alan Jones has been arranged for 13 May. However we have been informed by them that they will no longer be offering their Basic talks for clubs at £50 and have moved to live Zoom meetings at £150. After discussion JB agreed to look at an alternative cheaper online talk for June.

The u3a Swing Division has been booked for the core meeting on 3 Mar 2022 & a date is being considered for the postponed West Midlands concert.

Groups Liaison Officer

Cribbage will be restarting in the Westlake Room on the third Thursday from 15 July and the first Monday from 2 Aug in the Westlake Room coordinated by Kim Hathrell (KH).

Film Study will also be restarting on the second Wednesday from 14 July coordinated by KH. JM has booked the Westlake Room on 22 June in order to check the projector and associated equipment with KH, PC & JB.

Swimming: The coordinator, Chris Burleigh, is leaving Balsall Common, and is currently seeking a replacement to coordinate this group.

LW will update the group's schedule on the website & ask coordinators to refresh the information on their group's activities.

Publicity Officer

JM thanked SS for collating the information on all group activities during lockdown "From Zoom meetings to a return to normal" published in The Sentinel.

Bookings Secretary

A 5 page Hirer pack has been received from The Blessed Robert Grissold which needs to be completed before the u3a Swing Division can hire the hall. This will involve input from Nick Carter. JM to circulate this document to committee for information. Meanwhile BH is to discuss this document informally with Terry Biles. There is also a lengthy document from the Methodist Church. As stated above in item 3 this and other protocols will be discussed at the meeting on 3 June.

5 Annual General Meeting arrangements: 5 August

It was agreed that this date will stand and the following details will be discussed on 3 June.

Please keep these appendices sent with the agenda for the meeting on 3 June:

Proposal for timetable leading up to AGM 2021 (Appendix B1)

Preliminary notification of AGM (Appendix B2)

2021 AGM draft agenda (Appendix B3)

Draft minutes 2020 AGM (Appendix B4)

Minute from committee meeting to determine membership fees for 2021 (Appendix B5)

Reports required (Chairman, Treasurer, Groups Liaison Officer & Scrutineer)

Scrutineer for next year - Alan Buckland has agreed to do this

6 Policies update

The following amendments to these policies were reviewed and agreed: Data Protection; Privacy; Hall Bookings ## and Attendance by Visitors ## (## amended to show group leaders instead of coordinators). JM to send updates to PC and place note in The Sentinel advising that all policies are on the website.

7 Procedure for notifying the death of member

Discussions took place regarding the comment from Alan Buckland “Why can’t we publish deaths (of members) in the Sentinel?” As no consensus was reached ET agreed to review this and present a proposal for the next meeting.

8 First core meeting - 1 July

Item deferred to next meeting

9 Chairman’s farewell thank you

JM informed trustees that this will be held in the Brickmakers’ Arms on Thursday 29 July from 7pm. This social event will be for all committee members who have had any material service in the past 6 years and will consist of drinks and a finger buffet. JM will send out formal invitations at the beginning of June.

10 West Midlands region

A report from its virtual conference on 9 March was circulated with the agenda. It was noted that a PR advisor has been appointed - Chris Hartney-Mills pr.adviser.em@gmail.com

11 First National U3A Day: 2 June

It was agreed that we would use the next Short Walk as our u3a Day event which RD will organise. The plan will be a number of small groups walking around the village, chatting to people, handing out some leaflets, wearing some u3a logo-ed attire (probably a few Hi-vis vests), stopping for coffee & cake at Oakes, the Fisheries cafe and in the village (and anywhere else - beer gardens are acceptable). It was agreed to allocate up to £150 to cover costs for printing and vests. JM will circulate the proposed leaflet adapted from the u3a Brand Centre.

12 National Office u3a April newsletter

The following item was noted with interest: “With lockdown hopefully fully lifted, members will have the opportunity on 26 August to attend the AGM in Kenilworth or, as last year, virtually”.

13 Any Other Business

None

14 Date & time of future meetings

3 June 2021 at 16:00 hrs via Zoom

1 July 2021 at 16:00 hrs in Westlake Room (primarily to finalise AGM details)

5 August 2021 at 16:00 hrs in Westlake Room - post AGM (outline agenda prepared)

To carry forward:

a. Next meeting for coordinators (group leaders)

to include coordinator’s handbook, update on Beacon

b. New group photographs to be taken at core meeting to replace those on website

c. Planning for the u3a movement post pandemic (see following link)

<https://www.u3a.org.uk/covid-19-advice-on-u3a-activities/924-planning-for-the-u3amovement-post-pandemic>

d. Review constitution.

J B Melville Signed electronically during Covid-19 lockdown 3 June 2021