

Minutes of Executive Committee meeting held by Zoom on Thursday 7th January 2021

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

- 1 Draft minutes of meeting held virtually during w/c 28 October 2020 (dates corrected in proposal B) – Minutes approved & signed

Matters arising

Membership form 2021 (prepared & on website)

u3a Regional volunteers (no volunteers)

Editor for The Sentinel (no one yet interested - LT will continue for a few more months)

- 2 Reports

Secretary - Unfortunately Ian Hedley has had to resign but BH will take over the responsibility until AGM (Third Age Trust, West Midland trustee & Solihull Cluster secretary informed; website updated)

Agreed info@balsallcommonu3a.org to be transferred to Membership Secretary (JP)

Treasurer (RD)

Cash book balances - Main No1 account - £3,831.21 with only a few minor admin expenses outstanding. Includes renewals received to date (see below)

Groups No2 account - £1,870.21 with a few hall charges outstanding

New Bank

Confirmation received from the Cooperative Bank that our application for a Community Directplus current account is being processed. Advised that they have a large volume of applications and they will update us at the end of January.

Membership Renewals

Renewals received - 125 (38%) with 94 banked

Visiting Members 8 out of 10 confirmed wish to continue

Resignations received - 1 Deaths advised - 1

Honorary President - will be written to to confirm wish to continue before end of March.

Yet to renew - 205 including 2 Visiting and Honorary President

A reminder for subscription payment to go in The Sentinel next month (RD to arrange)

Now contact for Charities Commission

Membership Secretary (JP) - no new members

- 3 Covid-19 impact on group meetings, Core meetings & AGM

Agreed that there will be no core meetings nor face to face group meetings before AGM on 13th May 2021.

All outdoor activities cancelled from 31st December (now in tier 4, subsequently lockdown from 5th January). All members advised.

- 4 BC U3A website - rebranding
Following guidelines from Third Age Trust (TAT) regarding the use of u3a brand, BCU3A website being updated by Peter Calver (PC) to include:
Coordinators Information with:
 updated Handbook (Coordinators to be informed before AGM)
 Note on Disabled Members to be replaced by two new policies which were approved
 Policy on Accessibility
 Policy on Equality, Diversity & Inclusion
 Principles & Vision of u3a Movement
 Annual insurance policy for 2021 (RD to send copy to PC when received)
JM to forward approved documents to webmaster
Noted that:
Existing policies in Members' Secure Area reformatted (update review at next meeting – JM to prepare these following proformas from TAT)
Large print version of The Sentinel being produced by PC for website.
A new page entitled "Joining Balsall Common U3A" was discussed & agreed.
Subsequent to this meeting it was approved that we adopt the new brand identity "Balsall Common u3a" and use Gill Sans MT font.
- 5 Constitution update
TAT have advised the need to incorporate into the constitution the opportunity to hold electronic or online meetings in future. This requires their "approval" before being presented to the members at AGM or EGM.
It was agreed to await the new model constitution being prepared by TAT.
- 6 Christmas update from Allan Walmsley included:
Third Age Trust EGM 10 December when the Board's proposal to amend the Trust's constitution to allow flexibility for virtual meetings was passed, almost unanimously.
Dates for diary:
Volunteer Fest 11 - 15 January (information emailed to all members)
Regional Virtual conference w/c 8 March (information emailed to all members)
u3a Day Wednesday 2 June – possible Short Walk around Balsall Common
- 7 Any Other Business
It was agreed to write and thank Peter Calver for all his work and send him a bottle of brandy. (JM to action)
- 8 Date & time of next meeting - 14:00 hrs on Thurs 4 March by Zoom to include:
Planning for AGM (13 May)
Annual review of our current policy documents (see Members Area in website)
- 9 To carry forward:
 - a. New group photographs to be taken at core meeting to replace those on website
 - b. 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>
 - c. Recruitment of new trustees

Grateful thanks to Vivienne who hosted this Zoom meeting

J B Melville Signed electronically during Covid-19 lockdown 4 March 2021