

St. Austell U3A Committee Meeting
3rd March 2021 - 2.00pm
Via Zoom
Meeting chaired by Lucinda Davison

Present- Jan Badger, Pippa Boardman, Chris Crane, Lucinda Davison, Chris Scott, Ann Smith, Jenny Skipp, Maryanne Thomas.

Apologies – Crystal Pearce, Sharon wood.

Minutes of Last Committee Meeting – Approved. **JB** and **CS** to sign off.

Matters arising from Last Committee Meeting - CC had agreed to contact Pietro about Sally's name still appearing on Beacon emails , this was confirmed as now rectified

Beacon training remains outstanding, but LC does now have access to Beacon.

JB had agreed to send out an email about the need for a volunteer for the role of Chair – she confirmed this has been done, but with no positive response.

JB has signed off the updated Constitution, and it has been put onto the website.

CS has updated information on Trustees for the Charity Commission and agreed to remove PB w.e.f.1/4/2021.

All others matters arising to be covered within the meeting agenda.

Finance Update to include TAM update- Update of Finance given by CS as follows:

'Main account £15,216.64 to include £20 membership from a new member, £23.76 postage and £100 For the February speaker.

Wine Account no change from last month.

Theatre Account only one payment of £9.60 For the web site fee.

Business ME , now stands at £752'

CS also advised the committee that mandates for the TAM account had been signed removing PB and BW as signatories, and replacing them with JS and CS. He also confirmed that he and JS had agreed that all correspondence for the TAM account should be sent to CS, although JS would oversee this account.

Potential New Venue Discussion – Reference was made to

the detailed report, previously submitted to the committee by CS.

The committee were asked if there were any objections to the matter being pursued. There were none, but it was agreed that **CS**, accompanied by **MT** [if possible] should make a further visit to the venue, and compile a video tour of it, so that areas of concern could be identified and discussed further.

PB raised the point of possible hearing difficulties for some members if there is insufficient sound insulation.

There is also the issue of no Disabled toilet/ access and **JB** mentioned that grants might be available for some of these facilities.

MT asked if the Arts Theatre would be used at all if the new venue was found to be viable.

CS suggested a small working Committee should form to progress the matter forward and address these and any other issues of concern. **AS**, **CC**, and **MT** agreed to assist with this.

CS agreed to draft an email to Group leaders to give them information on the potential new venue prior to their meeting on 9th March. **CS** also agreed to attend this meeting with **CP** and **MT** if it was considered helpful.

Arts Centre Charges for the Year Ahead – **CS** advised the committee that he had been invoiced for £500 for the current year. Whilst not using the Centre we still have an office and storeroom there and their contents.

PB proposed that an update on the Arts Theatre plans for the future be sought before paying, and that payments are made quarterly until we know more. Seconded by **MT**, - **CS** to action.

Speaker Programme –July 2021 onwards- **JB** advised that speakers up to June 2021 had been booked, but not for the rest of the year. It was agreed that with Covid restrictions still in force the next 3 months from July should be booked as Zoom also. Norma has a file of speakers that were cancelled from last year, and **JB** agreed to contact her so that these next bookings could be made.

Postal Communications Cost /Members requesting Unsubscribes from Email Communications-

These matters are linked so were discussed simultaneously.

CS reported that postage for items such as newsletters amounted to approximately £400 a year, despite the Newsletter being published on the Website. Members have also recently asked for quiz questions to be sent out by post although readily available via email.

Some people have unsubscribed to emails with no reason given, and it was agreed that Beacon and Email usage for contacting members required further discussion. It was agreed that the membership form for next year might be used to better glean the relevant information, while remaining within Data Protection regulations, and that possible charging for postage could be considered.

Meanwhile, **PB** agreed to liaise with Pietro to identify those who have unsubscribed from email, and those listed as not having email, and to contact them to ask if they can/will accept emails in the future as this could reduce our costs considerably.

Zoom Position – CC has investigated transferring the Hosting on Zoom and it is possible, so advised the committee that we may not need as many licences as originally thought.

CP has a meeting with Group leaders where they can consider if they want a Zoom licence.

CC suggested purchasing one licence for the Committee that could be shared with other groups, and, as we are currently making use of **PB**'s licence, this needs to be done very soon.

Zoom Host for Committee Meetings and Monthly Meetings- It was agreed that a Zoom licence was needed to Host Committee Meetings and Monthly meetings and that the cost needed to be recuperated from users , i.e. group members contributions [as they formerly paid £1 a session when using Arts Centre].

CS agreed to discuss this with Group leaders at their meeting on 9th March.

PB is able to host the Zoom monthly meeting in April, but is unlikely to be available to host April Committee meeting.

LD agreed to set up the hosting of a free Zoom meeting for April -**PB** and **JB** offered assistance if needed.

The members therefore agreed that a Zoom licence needed to be in place for May, and CC suggested that a monthly subscription might be a better option initially, with a review of the situation later in the year as more licences might then be required.

Membership Renewals- CS reported that there had been a good response to the Annual Renewal, with only 33 not renewing.

AS will contact these 33 persons to advise them they are no longer members, and to give them 14 days to query this information if they are not in agreement.

Covid Update –Potential Group Restarts & Vaccination Proof to Attend Meetings- JB reported that at present the ‘rule of 6 for outdoors gatherings’ applies from 29th March. The walking groups may start up then, but PB advised that she was not happy for Petanque to proceed then as the limited number would make it difficult. The situation regarding other groups needs to be continually reviewed.

JB advised that any requirements for Proof of Vaccination will be driven by the regulations of any venues used, the Government regulations, and National U3A guidelines.

MT mentioned the possibility of continued mask usage, and JB confirmed that some venues might insist on this.

There was some discussion about people not having the vaccine due to certain medical conditions being issued Exemption Certificates, but it was felt they would be unlikely to want to attend group meetings. CC raised the issue of our ‘duty of care’ to all our members, and it was agreed that the situation needs to be constantly monitored, as any Government and National U3a Guidelines change.

U3A day 2022- PB has been in contact with the U3A’s of Newquay and the Roseland, and they are interested in working with us on this. PB has still to hear back from Lostwithiel.

To date, PB has only had an ‘out of office ‘reply from Eden regarding its possible use as a venue.

Norma has opted out of organising, but is happy to help out. Offers of help also came from PB, AS, LD, MT and JS.

Any Other Business- There was no other business. The meeting ended at 1530 hrs. The date of the next Committee Meeting was confirmed as Wednesday 7th April 2021 at 1400hrs.