

St Austell u3a Committee Minutes
2nd June 2021 – 2.00pm
Via Zoom
Meeting Chaired By Lucinda Davison

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

Apologies - Sharon Wood

Elected Chair for the Meeting - Lucinda Davison was unanimously elected as chair for the meeting.

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

Matters Arising from Last Committee Meeting – all items are on today's agenda.

CS gave an update on the Finance Process when we re-open. This was to let us know that the new payment method was working well for the Theatre Group and the Wine Group. Most people were using their membership numbers for transactions and he had only received one piece of negative feedback regarding us no longer taking cash.

Financial Update as of 31st May 2021

CS informed us that monies were going down.

The TAM account has remained unchanged for the past three months.

The Business Account, previously used for membership now has a balance of £10.01p to keep the account active. The rest has been transferred to the Main Account which now has a balance of £13,553.19p.

May transfers into the Main Account were £80.00 to membership and £742.00p to donations from members.

Outgoings from the Main Account were Speaker fee of £85.00, Zoom Contract £14.39, Next Quarter's Rent for office and store at The Arts Centre £130.00p and National u3a Membership Fee £1,120.00p. Total outgoings £1,349.39p.

Theatre Group Account – currently £453.18p, the web hosting is paid from this account.

Wine Group Account - currently £342.28p, the balance is going up and down with £836.00p paid to Knightor for the July wine event and one incoming payment of £342.28p for Edie's.

CS also informed us that he has not had any feedback from Roger J about the Committee's decision regarding the Riviera Travel donation for the Travel Group's Madeira Trip.

JS informed us that the TAM account paperwork has now all been handed over from Barbara W. Sandy C has asked that JS attend the Social Event meetings when they start up again, JS agreed to do this.

Zoom Hosts for the Monthly Speaker Meeting

CP/MT were going to get in touch with Group Leaders to see if any of them would be willing to host the Monthly speaker meeting. MT had emailed Steve B (Photography) but hadn't heard back from him. **MT** to contact Carol F (Family History) as a possible zoom host for the August monthly meeting.

JB reminded us that at the moment we did not have a confirmed zoom host for the July monthly meeting. LD volunteered to host this one. **MT** to send Zoom instructions and **JB** to send LD the speaker's details.

PB thought Steve B might be able to help. **LD** to contact him and check, if he wasn't available she would do it.

CS to sort out payment for the June speaker.

JB reminded us that we currently only have Zoom hosts booked until September and we will need to decide if we want to book Zoom speakers from September onwards.

Accommodation Update

PB and CS had recently attended a meeting with the Arts Centre Trustees. Representatives from a disability consultancy company (Tremorvah Industries) had also attended. CS and PB felt that Tremorvah Industries were more a supplier of equipment rather than a provider of advice.

The meeting attendees took a walk round the building to clarify what the accessibility issues were. PB and CS felt they were taking the lead on the way forward to facilitate improved accessibility and came up with most of the ideas. Tremorvah Industries were to come back with further information, but nothing had been received so far.

The Arts Centre Trustees confirmed that they have received a grant of £20K, so funds were available. They also confirmed that we are their main source of income along with The Theatre Players.

The Arts Centre Trustees also said that they were going to commission a company to advise on enhanced and stable internet facilities in the building.

CS and PB raised the issue of the downstairs toilet facilities. The Arts Centre Trustees are liaising with builders to look at converting the downstairs toilet into two toilets, one with a raised seat and a grab rail. PB had pointed out that a raised toilet seat and a grab rail didn't constitute disability facilities, so why spend the money if they weren't achieving anything.

CS and PB also raised the issue of the internal decoration of the building, particularly the entrance and cleanliness. The Arts Centre Trustees said they were looking into redecorating the entrance hallway. CS/PB suggested they also look at better lighting.

CS and PB informed us that if the second entrance had disability access in place we may not need to use the main entrance, which could mean that there would be a small ground floor meeting room available if we used screening.

The Arts Centre Trustees agreed to get quotes for disabled facilities, hallway decoration and internet improvements. Once these quotes are in place the Arts Centre Trustees agreed to have another meeting with us and the The St Austell Players representatives. PB understands that The Players have funds available to contribute to the maintenance of the building.

CS reminded us that we are not committed to staying at The Arts Centre, but for the moment this will be our base.

PB informed us that if we do go ahead with the Arts Centre our revenue stream will be significantly reduced, which at some point the Arts Centre will pick up on. If the access is sorted out we will only get one meeting room (Assembly Rooms).

CC informed us that he was aware that Jonathan A had approached some of our group leaders directly to get them to go back to the Arts Centre as soon as possible. JB had also heard this from Group Leaders.

CS said the group leader for Intermediate Spanish has approached him about funding at the Art Centre; he had replied that he was expected £1.00 per member, rather than paying for the meeting room.

MT said other group leaders had also enquired about using the Art Centre and could they meet in groups of six or less.

PB said that the Arts Centre was currently closed with no plans for a re-opening date; they weren't planning to open on June 21st as they didn't think this would be viable for them. JB added that we didn't know yet whether the Government Guidelines will move to Step 4 of the road map on June 21st. CC said that we have lots of unknowns, including National u3a guidelines regarding insurance compliance, so we can't really advise group leaders until we know what the guidelines are.

PB mentioned the possibility of groups meeting in outside space; she had recently held an outdoor Spanish group. Singing for Fun had also held an outdoor meeting and the new Ukulele Group leader was also considering meeting outdoors.

CS asked whether the Tregony Social Club could be used as a temporary venue as they have a covered area outside. **PB** said they were not open all the time, but would ask about availability.

CS informed us that the Heavy Transport AGM had been deferred to June 24th. They wanted to know if we were still interested as it was expected that there would be a change of Committee at the AGM. CS had told them we were still interested if the price was right and all the obstacles they had put in place were resolved.

PB asked MT is she was aware of which groups wanted to restart. **MT** to contact group leaders to see where they are and to get some feedback on their plans.

Postal Communication Protocol for Members without Email

JB asked what protocols would be need to be in place to keep the number of mail-outs down, what questions would we need to ask members when they ask to come off the email list. **LD/AS** to discuss.

AS told us she has had quite a few enquiries from new members and has referred them to our website for further information. The only information not on the website is the Zoom link for the Monthly Zoom Speaker Meeting, which can't be added as it would then be in public domain and accessible to everyone, not just our members.

Groups Update

JB had asked CP/MT for a group update at this meeting. MT said as she had only just taken over as Group Co-Ordinator she was not in a position at the moment to give a group update. **MT** to give a groups update at the next Committee Meeting.

CC informed MT that any enquiries regarding groups currently without leaders would be directed to her.

CC would like the groups to be more active in using the website, as the Tai Chi group had been with their video.

Possible Re-Scheduling of the Walking Groups

JB said that currently all the Walking Groups were being held in the same week of the month, JB had spoken to Elaine N about moving the Heligan Group, Elaine to discuss with Wendy B. **MT** to discuss moving the Long Walks with SW and the group.

PB has offered to lead the July Walk and may have members to lead the August and September Walks.

MT had asked the Long Walks group how far they wanted walk and how far they were prepared to travel to the walk start. There had been a good response and this to be re-visited when members can car share again.

Petanque Open Day July 11th

JB had added this item to the agenda so that the Committee could give formal approval for PB to run this event.

PB informed us that this was not now going ahead as the Tregony Sports Club can't do the 11th July any longer.

PB said that Tregony were happy to host a big event when Covid restrictions allow, with Petanque matches, music and food for possibly 200 people, both u3a and non-u3a members. PB was looking at this as a good way for our members to have a big social event this summer. PB to facilitate this and JS to assist with the financial side. This event needs to be run through the Tregony Club funding. JS asked for confirmation that this would be a charity events, this was confirmed. The music provider would be raising money for the RNLI/Cornwall Hospice. Tregony would pay his upfront costs (£100.00).

PB to get a date and come back to the Committee.

Covid Update – JB informed the Committee that there would be no update until the Government and National u3a give an update. Currently the guidelines were groups of up to 6 indoors and up to 30 outdoors.

MT to get in touch with group leaders to keep them engaged and to confirm that it will be £1.00 per person at the Arts Centre until the end of the year when it does re-open.

CS to keep in touch with Jonathan A so that we know when the Arts Centre will be re-opening and what their plans are and to check if the Arts Centre will need to close whilst the proposed works are done.

AOB

JB – the next Committee Meeting will be July 7th at 2.00pm via Zoom

JB/CS/CC to assist MT with groups re-starts and queries if required.