

Present: Christine Chittock (Chair), Ian McLaughlin, Maurice Chittock, John Hunt, Olwen Smith, Lyn Holmes, Richard Morgan, Maureen Phillips, Bryan Webb

CC welcomed new Committee members MP and BW, introduced the Committee and pointed out the protocol for what is minuted.

1, Apologies None

2. Any New Business IM queried whether the Committee should approve the Draft minutes of the may21 AGM prior to their distribution to members before the next AGM. All agreed the AGM Minutes. LH wanted to know the outgoing costs to our Finances broken down per member. To go on next Agenda **Action IM**. CC would like to discuss a 12:30 start for the next meeting.

3. Minutes of Last Meeting 4may21 Agreed. Send signed copy to Marion for website **Action IM**

4. Actions from 4may21 meeting

1. Apr21 minutes sent to Marion Ricketts for website – done.
2. Test hybrid meetings Ongoing – remove from future Agendas.
3. Circulate Audited 20–21 Accounts – done. CC to check if she has a paper copy. **Action CC**
4. Write YouTube (YT) Administrator’s Role Description – done, see Agenda Item.
5. Member numbers in Annual TAT return – done, see email.
6. Circulate thanks from members received prior to AGM – done, see emails. CC thanked IM saying that all the Committee appreciated hearing such positive feedback from members.
7. Ensure membership status of those nominating for Committee is current – to ensure before AGM22, say mar22 meeting – **Action IM**.
8. Compile comments for Groups – CC asked about this and LH replied that she had nothing in writing.
9. Notify costs of sending out documentation – RM had received this information from Camilla Beynon (CB), Action complete. IM to email Camilla on behalf of the Committee to thank her for her email of 15may21 which included a photo of one of her animal loving recipients, who she telephones. **Action IM**
10. Send invoices and justification for Debit Card use to RM – RM had received one example.
11. Policy Note for Debit card use – RM thought this wasn’t necessary.
12. Provide details of Beacon training for Groups – MC in hand.
13. Send Heart Internet invoices to RM – done. RM asked about looking into the costs of other Internet providers. MC said he thought Heart Internet was reasonably affordable.
14. Forward Speaker Invoices to RM – done.
15. Facebook (FB) Administrator Role description on website – done.
16. Write to Lyn Goulder – Pavilion – to say we are considering restarting Meetings in Sept21 – done. IM said that he had completed the provisional booking form and posted it on 26may21 but had heard nothing back. IM to chase up **Action IM**.

17. Announce at AGM21 provisional date for return to The Pavilion – done.
18. Investigate barcode scanning possibilities – OS and JH had ideas about this whole area and would discuss these together **Action OS, JH, MC**
19. Prices of Printing A4 sheets – Include on jul21. Agenda **Action IM**
20. Zoom link for National u3a Day – done, complete.
- 21, 22, 24, 25, 26, 27 Future Agenda items.
23. New Model Constitution – RM urged caution as any Change to the Constitution had implications for bank accounts, charitable status etc. He advised any future change to be an Addendum, for example, to the existing Constitution and not a replacement of it. CC added that if we included the New Model Constitution on the agenda in the autumn we would have time to consider the implications of any changes.

5. Welcome to New Committee Members

CC repeated her earlier welcome remarks. There was discussion about difficulties of signing up for the Induction Course via Eventbrite. (NB after the meeting emails were received clarifying the situation.) MC discussed Beacon training for new committee members.

6. Committee Roles

Treasurer – RM said that he was pleased that MP had agreed to shadow the Treasurer's role for the coming year before he had to step down as Treasurer. It was proposed that he would arrange to pass everything over gradually so that by the time of the next AGM, MP would be in a position to take over the Treasurer's Role completely.

Secretary and FB Administrator – IM confirmed that he was happy to continue in those roles.

Membership – OS was willing to carry on and was enjoying it. RM noted that there was no time limit on Committee Membership for members of the Committee such as Membership secretary.

Groups – LH will continue and is happy to be involved with the Social Group too.

Newsletter/FB Moderator/YouTube (YT) Administrator – JH was willing to continue in those roles. He remarked that, after a few earlier problems, he had finally managed to appoint IM as a co-Administrator for our YT Channel. This means that both our FB and YT activities now have deputy 'managers'. He pointed out his Role Description for YT Administrator which was based on IM's FB Administrator Role Description. All agreed the YT Role Description and that it could now go on our website **Action JH**. JH noted that our 'Connect on Thursday' sessions were now well covered administratively by CC Chair, JH Master of Ceremonies and IM technical.

Technical Team – JH said that he was pulling back from leading the Technical Team. After an Initial huge amount of work at the start of the first lockdown, this had now tailed off and was now more manageable. CC wished to thank the Technical Team for all their work in helping around 140 members access our online activities during the many months of lockdown.

Database – MC happy to continue.

7. Reports from Committee Members

Publicity – CB had offered to continue with the printing of documentation to send out to those members who don't use email, which was much appreciated.

Secretary and Facebook – Nothing arising. MC thanked IM for his work in ensuring that the recent AGM took place without a hitch.

Membership – No questions. CC thanked OS for all her work. OS discussed her interactions with the Meeters and Greeters (M&Gs) and said that Margaret was very happy to continue with the Link Table. OS was arranging a ‘coffee and chat’ meeting with M&Gs but hadn’t yet set a date. CC asked to be informed of a suitable date so that she can turn up for an informal chat. **Action OS.**

Technical Team and Newsletter – CC thanked JH for all his work on the latest Newsletter, especially considering the need for last minute changes.

Groups – CC asked which Groups had folded. LH said it was Senior Ballet, Tap and Book Group 3. She said that a number of groups were restarting in member’s homes but a lot were waiting till after 21jun. There then followed a discussion of availability of Stuart Line boat trips and the cost of meeting rooms at the Beacon and Manor Hotels. MC thought that Groups should go for it as we need to get new members together and provide them with meetings if it was at all possible. RM thought that the cost of the Manor Booking fee was acceptable as long as meetings were open to all members. Regarding the Manor, CC added that her understanding was that prior to covid-19 there were no booking fees but members were expected to purchase a drink.

CC thanked LH for all her work with Groups during these difficult times and for organising the necessary risk assessments.

The Christmas Lunch was then discussed and also our 10th Anniversary. CC recognised that organising these involved quite a lot of work and OS said that she was willing to help CC and LH on this. MC noted that covid may still be around and wondered what the Beacon policy would be on this. BW also commented that there could be another covid wave.

Database – No queries.

Treasurer – There was some discussion of the increase in cost of booking The Pavilion. CC asked if RM was happy about the new costs. MC calculated that it would cost us around £4K p.a. for 11 sessions. RM said that our meetings at the Pavilion were our flagship event and that we really didn’t have much choice and we could dip into our reserves if necessary. JH said that if the cost was a constraint we could increase the number of Zoom meetings.

Chair and Speakers –

Discussion continued on the date of our 10th Anniversary celebration and CC suggested 7apr22. OS noted that was her busiest time dealing with membership fees etc. RM noted that 9may was the date when our charity first started. Suggestions of earlier or later dates were made. LH couldn’t commit to either Mar or Apr but hoped to be available by the end of Apr. (RM left the meeting at 14:00)

CC noted that rehearsals take time and that she would like agreement on a date because of the requirement to book speakers. If not Apr then preferred date would be Jun. MP and BW wondered about Sep. To avoid holidays would need to be the end of Sep. JH thought that the precise date was not important. CC was asked for her preference between June and Sep and replied June. It was decided to continue the discussion in Jul. **Action IM** for Jul Agenda. CC referred to her extensive Report 20210601. There was a detailed discussion on the question of vaccination and implications for Group Meetings. Following an earlier request from our Pottery group for advice, CC had been in discussion with SW Regional delegates and it was

accepted that questions around covid advice were a PR matter. Much discussion then ensued and Susan Parker, SW Region Representative, responded with the U3A view and her response had been received in writing. The government has decided that there will be no legislation placing restraint on people who have not been vaccinated. The government website says nothing on this. There was much discussion on the implications of potentially asking if members had been vaccinated, including the legality of this and GDPR implications. It was felt that generally members should make their own decision on the subject, especially if Groups were meeting in a member's house. It was hoped that common sense and honesty would prevail. It was agreed that CC would forward the response from Susan Parker to the Pottery Group Organiser. **Action CC.**

Following more discussion of health and safety matters and other preparations for a return to The Pavilion, it was necessary to organise M&Gs, link table, looking after the speaker etc. CC recommended that we should hold a separate meeting to discuss just those topics. It was agreed that the whole Committee should be involved. OS and JH had thoughts which they would circulate before that meeting. BW suggested it should be after any new government announcement and it was agreed that the meeting will be at 14:00 Thursday 17jun21.

8. Planning for National u3a Day

MP thanked CC for her work preparing for the celebration on 2jun (tomorrow). CC wished to thank the Working Party on behalf of the Committee and mentioned the excellent East Devon Radio Interview given by Deirdre Mackness. CC was congratulated for her interview with BBC Radio Devon. She also thanked Derrick Holliday for hosting the Audio –Visual contributions and IM for holding the Zoom practice sessions and playing the PowerPoint contributions.

9. New Members

In their reports LH and CC had outlined their ideas including the need to offer outdoor, indoor and Zoom options. CC explained that in the first place new member meetings had been held in Albion Court with the Chair and other committee members present. It was noted that this topic used to be included in Groups activities, LH. Then Sheila Clarkson took the lead and is happy to continue with that. CC asked that we minute our thanks to SC. JH, MP and BW were happy to join a Rota and it was pointed out that, contrary to intuition, Zoom was actually a very good way to get to know people. LH thought that the Pavilion Link up Table was very useful and less forbidding than alternatives. It was agreed that we shouldn't hold any session in August though JH was happy to host a Zoom session for New Members during that month.

10. Possibility of returning to The Pavilion/latest Covid position

This was discussed under Chairman and Speaker's report above.

11. Cost of Third Age Trust publicity material

Discussion of this was deferred to our Jul Meeting **Action IM.**

11. A.O.B.

JH recommended Liz Thackeray for position of Chair of the Third Age Trust as he had been impressed by her work. Following on from the Treasurer's report, it was suggested we bear in mind the option of negotiating Pavilion fees. There was also the possibility of increasing the membership subscription to £15 p.a. **Action IM** to include this on an Autumn Agenda.

Beacon emailing was discussed and the question of how to deal with BT internet non-deliveries. **Action IM, MC** to liaise on this. After discussion it was agreed that the next meeting should be at 12:30.

12. Date of next meeting 6jul21 at 12:30, by Zoom.

Ian McLauchlin, Secretary

date 8jun21

Signed:



Date: 7jul21

pp. Christine Chittock, Chair