

Leicester U3A (Charity Number 1083274)

Minutes of the Committee Meeting Tuesday 29 06 2021 by ZOOM

Meeting hosted by Henry with Tony in the chair

1. **Apologies & Attendance**

Present: Tony Davison (Chair), Henry Paulinski (Vice Chair & Host), Bob Holness (Treasurer), Neil Taylor (Groups Coordinator), Margaret Potter (Membership Secretary), Sandra Barker (Wellbeing & Hospitality), Keith Pyne (Speaker Finder – joined later)

Apologies: Ros Devine, Keith Pyne (for early part)

2. **Minutes:** a) Committee Meeting 25.05.2021 - These were approved. **ACTION – MARGARET** to send approved minutes to all. **TONY** to print out and sign and post to Ros together with the ones from the previous meeting which seemed to have gone astray.

b) Matters arising (not already on the agenda) There were none

3. **Chairs report:** Tony had nothing new to report.

4. **Secretaries report:** Margaret reported as follows. Ros was not present but had updated her.

a) **Widening Participation:** Ros is waiting till the new academic year to contact the link person at the University as they are currently still in disarray.

b) **Contacting Organisations:** 65 Doctors surgeries were either emailed or written to in early June. No outcome as yet. Ros tried to contact head of University Hospitals of Leicester but as they are still working from home they are not planning any retirement events.

c) **Equality and Diversity:** Ros believes that this item will need discussing further depending on the response to our mail shot to Doctors surgeries. She suggests that we also offer to do a presentation to the staff meeting of surgeries that show an interest. This was agreed.

d) **Shared learning:** Ros has looked and there are some good ideas on the TAT web site. She suggests that someone investigates with a view to suggesting some ideas for projects to our groups. In particular architectural themes are promising. Neil agreed to investigate and report back. **ACTION NEIL**

e) **u3a Banners** We have one with the old logo. It was agreed that as we do not use this very often, and as replacement would be more expensive than first thought, that we would continue to use it and reconsider replacing if and when the need arose.

5. **Treasurers Report:** This had been previously circulated. There had been little financial movement since the last meeting although Bob had managed to successfully pay for a small print run and was confident we could keep up to date with Beauchamp College costs in future. He has saved the contact details of the finance person concerned.

6. **Speaker Programme:**

a) **Update:** Keith joined near the end of the meeting to cover this item. He reported that the programme already distributed still stood, however in the event of us still

having to use Zoom in November a substitute speaker from the RSPB would replace the scheduled speaker who does not use Zoom. He also reported that he has only had one member respond to the request for music choice for the July meeting so Margaret will put a reminder in the newsletter **ACTION MARGARET**. Henry reported that he has spoken to the July speaker and will be holding a 'rehearsal' with him before the meeting.

The Christmas lunch was discussed. Neil will contact speak to Kay Relf about contacting the Golf Club to check availability and facilities and report back. **ACTION NEIL** Meanwhile Margaret will put a notice in the newsletter (via Chairs report) asking members to register an interest with Sandra **ACTION BOB/MARGARET** It might be that due to the shortened timescale, we might have to ask for full payment rather than a deposit then balance. The booking forms already exist so Neil will update them and when appropriate forward them to Margaret to distribute to members via email/post. **ACTION NEIL/MARGARET**

b) **Meeting facilities:** CHRISTCHURCH - It was agreed that we should now book Christchurch for September to November as we can always cancel in the event that restrictions still apply. Bob will book with Christchurch this afternoon. **ACTION BOB**

FRIENDS MEETING HOUSE – The Shakespeare group have already contacted them to check that unused payments from pre- Covid are carried forward. There are three other groups who use the venue. Singing – Margaret will contact and also ask about use of the kitchen for Singing and the Coffee mornings. **ACTION MARGARET** Bob will check the financial side for the Coffee morning and let Sandra know as she is currently standing in for Barbara Penrose. **ACTION BOB** Neil has already contacted Digital Photography to suggest they also check with the venue, and will do likewise for Architecture & the Built Environment **ACTION NEIL**

7. **Groups report:** The report had previously been circulated. Since last Groups Report he has closed and deactivated German Conversation, Drawing and Sketching and Philosophy 3. No one volunteered to be Convenor of German Conversation, and the remaining two had low numbers, and were struggling. Sunday lunch similarly has flagged and the convenor resigned so is now inactive. Steph Smith has taken over as convenor of Natural History as Richard Edwards has resigned due to other commitments and health problems. The contact list, web site and generic emails need updating **ACTION NEIL/MARGARET**

a) **Risk assessments:** It was suggested that these might need reviewing in line with TAT documents. However, although the TAT website had been updated the documents were still dated 2020. In view of the fact that they would in time become unnecessary it was agreed not to do so but to convert them to guidance notes which could then be included in convenors packs. **ACTION NEIL**

b) **Updated Convenor Pack:** Neil will update these as they were written some time ago and need both language and content reviewing. It was agreed to remove the TAT principals and aims as they are stated elsewhere and generally known already. *See also item 7a* When completed and agreed they will be circulated by email wherever possible. **ACTION NEIL**

c) **u3a Day report:** Although the response in new recruitment was modest it was agreed that we were generally pleased with our efforts compared to other u3as. It is hoped that when restrictions are fully lifted and confidence improves we will receive more requests for information and hence new members. We should also actively promote through social media so need to consider a new Facebook page again.

8. **Membership report:** Membership currently stands at 367; 355 Individuals; 6 honorary and 6 associate. This is another increase of 2 since the last report. There has been no response yet to the mailing to GPs. Margaret will circulate the committee with the letter which was sent. **ACTION MARGARET**

9. **Wellbeing report:** Sandra reported that about six cards have been sent to members since the last report. There had been eight new members since the beginning of the year who she would invite to a coffee morning when they can start again.

10. **A.O.B:**

a) **Third Age Trust (TAT) AGM** There would appear to be a problem with National mailings as neither Ros nor Tony had received notifications which were sent out as early as March. A similar problem occurred last year with voting instructions. Ros had checked with TAT and updated the annual return for the contact details etc. Margaret will check with them to see why Tony is not receiving them either. **ACTION MARGARET** We have missed the deadline for submitting nominations or proposals as a result but the deadline for voting is 11th August so we have time to consider our choices at the meeting on 20th July. Some posts only have one nominee but choices exist for Chair, Vice Chair and Treasurer. **ACTION ROS** (add to agenda). We do however need to register out two voting members. One will be Ros as she was unable to do so last year. Henry volunteered if he is available and will check his diary and advise in the next few days. If not, Neil will act. **ACTION HENRY** Ros will need to complete Voter registration when she returns from her break. **ACTION ROS**

It was generally felt that all contact details between us should be the generic emails so that if a position changes the new incumbent would still receive the communications. Margaret will discuss with Ros **ACTION MARGARET**

b) **Newsheet** Neil suggested and it was agreed that there will be no newsheet (as with the newsletter) in August as he is away most of the month. There is no edition on Friday July 2nd but he will put a notification in the next edition on July 9th **ACTION NEIL**

11. **Date and times of next meeting:**

Tuesday 20th July 10:30 by Zoom,

Tuesday 31st August 10:30 if Zoom, or 2:30 pm if physical. Bob to book Christchurch (see item 6.b) but if not available Tony has offered to host.

Tuesday 28th September 2:30 Christchurch

12. **Holiday Dates:**

Ros: 20th Nov – 6th Jan 2022

Neil: 12th – 26th August

Tony: 1st – 15th August; 18th – 28th August; 30th Oct – 8th Nov

Sandra: 5th – 9th July

Bob: 20th – 27th August

The meeting closed at 12:15