

**Leicester U3A (Charity Number 1083274)**  
**Minutes of the Committee Meeting Tuesday 28 09 21 by ZOOM**

**Host Henry Paulinski**

**Chair: Tony Davison**

**1. Apologies & Attendance**

Present: Tony Davison (Chair); Henry Paulinski (Vice Chair); Bob Holness (Treasurer), Ros Devine (Secretary), Neil Taylor (Groups Coordinator), Margaret Potter (Membership Secretary), Sandra Barker (Wellbeing & Hospitality), Keith Pyne (speaker Finder); Bob Collins (OBSERVING)

**Apologies:** Karen Closs who is on holiday

- 2. Minutes of the Committee Meeting 31.08 2021** These were approved. Margaret to distribute approved version. Tony to print, sign and send a copy to Ros for inclusion on the web site

**ACTION MARGARET / TONY/ROS**

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

- 3. Chairs report** Tony referred to an email about a request from The Evington Echo for articles. Not everyone seemed to have received this so he will circulate it again.

**ACTION TONY**

**4. Secretaries report to include:**

**a) Contacting Organisations (using Information Leaflets)** Ros reported that we have made contact with a social prescribing representative from the Victoria Park Practice. She is happy to vet applications before she put people in touch with us. She also said that there will be a social prescribing group forming and she will pass on details to them when they convene.

**b) Equality and Diversity** Neil has still to canvas group convenors to check accessibility.

**ACTION NEIL**

**c) Shared learning** Ros has spoken to many convenors who appear interested in a project to look at Climate change. She has still to approach the universities for the involvement of a PHD student. Keith has a number of possible speakers in mind to cover the topic as suggested at the last meeting. It would probably slotted in later in the year but he will report to the next meeting.

**ACTION ROS/KEITH**

**d) Web Site** Margaret has identified a number of errors and had these corrected. Neil will now arrange for the u3a day videos to be distributed among the group pages. He will then circulate all convenors to check their entries and inform him of any additions or amendments to the information. It was agreed that he will liaise with Graham (web site manager) for the committee on changes to content. Margaret will continue to monitor the links in the members' page. Neil also suggested changing the font to make it easier to read. **ACTION NEIL/MARGARET** It was reported that many members find it difficult to use the link in the group pages to email group convenors. Margaret will devise & circulate a message for approval to be put on the 'CONTACT' page explaining the process.

**ACTION MARGARET**

- 5. Treasurers Report.** This had been circulated previously. Bob highlighted the excessive balance we anticipated due to later resumption of face to face meetings and said he would need to adjust the subscription for 2023 to disperse this. Margaret will check that the reduces subs for 2022 are reflected in the Beacon system as the rate changes again on 1<sup>st</sup> November

**ACTION MARGARET**

**Parking at Christchurch.** The new barrier is proving a problem to some members. Considerable discussion took place around various options to manage the situation as the chain is heavy and

difficult to re-lock. It was agreed as follows: We will have a notice printed to say **"PARKING FOR u3a MEETING: "Chain will be locked at 2:45 and again after meeting at 4:30"** **ACTION NEIL**  
Ros will approach Dave Barnes to see if he would act as parking attendant/gate keeper before the meeting. If so, he will be added to the contact sheet. **ACTION ROS**

Priority will be given to saving a space for the speaker and for Sandra who brings kitchen equipment. The rest of the spaces to be on a first come first served basis.

For this purpose the key code which is currently held by Bob H, Ros and Tony will also be given to Dave, Keith (for speaker) and to Sandra. **ACTION BOB**

6. **Speaker Programme** The October and November meetings are all arranged. The programme for next year is about 2/3 complete. Some of the speakers are carried forward from this and last year. It was suggested that we have another open 'mic' at January renewal meeting but as this caused some confusion last time it was decided not to do this but to consider an evening social event instead another time. It might be combined with an 'open day' event to celebrate u3a day and/or 40th anniversary of the movement. Neil, Henry & Ros will explore possibilities and report back. **ACTION ROS/NEIL/HENRY**

7. **Groups report.** This had been previously circulated and detailed recent group changes as well as an offer for accommodation at the Conservative Club on Clarendon Park Road. We would have sole use of a separate room – capacity 30. Members attending would be expected to buy a drink – to include tea and coffee with biscuits – at charge of £1 per head. Neil was meeting the link person the following day together with Paul McCann to consider the architecture group meeting there. He will confirm all offers and circulate to the committee and if approved to all convenors. **ACTION NEIL**

**Updated Convenor Pack** Neil gave some background but it was agreed to defer consideration to the next meeting as we had not had time to consider it. Meanwhile Neil agreed to circulate the original version for comparison. **ACTION NEIL**

The policies circulated with the pack need updating. This was in hand by Ros and Margaret when Covid struck so they will now start to look at them again. When all agreed we will decide whether to include them in the convenors pack or merely point convenors to where they can be found. **ACTION ROS/MARGARET**

8. **Membership report** This had been previously circulated. Membership has increased again by five. Margaret will contact Irene to ensure that beacon correctly reflects the change in subscription on 1<sup>st</sup> November. **ACTION MARGARET**

Membership currently stands at:	Individual	366
	Honorary	6
	Associate	7
	<b>TOTAL</b>	<b>379</b>

9. **Wellbeing report** The refreshment arrangements at the general meeting had gone well but the first coffee morning had been poorly attended. It was felt that it needed a higher profile 'advertisement' Neil will put an article in the newsheet and Margaret in the Newsletter **ACTION NEIL/MARGARET**

10. **Co-option to Committee:** Bob was asked if after observing the meeting he was still willing to join the committee. He agreed. Margaret proposed and Ros seconded him and he was elected unanimously. Ros will update Third Age Trust and Margaret will arrange changes to Beacon, web site and contact sheet. **ACTION ROS/MARGARET**

**11. A.O.B**

a) **Newsletter:** Margaret reported that Karen Closs has agreed to take over the newsletter. She will meet with Margaret after her return from holiday and Margaret will mentor her for the first few editions. It was agreed that the newsletter generic email should be sent to both Karen and Margaret. Margaret had recently circulated a proposed newsletter schedule for 2022 for the committee to check. She will arrange for changes to web site and contact list.

**ACTION MARGARET**

b) **Timing if monthly meetings:** It was suggested that if the Christchurch lunch club has moved to Wednesday we might move our general meeting forward. It was agreed that Neil will check with Christchurch and we will try starting at 2:30 instead of 2;45. **ACTION NEIL**  
Any earlier causes problems for the audio visual team who set up the screen and worship centre. Margaret will put a notice in the newsletter to canvas members opinions. **ACTION MAREGARET**

**11. Date and times of next meeting – ZOOM**

Tuesday 26<sup>th</sup> October 10:30 by Zoom

Tuesday 30<sup>th</sup> November 10:30 by Zoom. Apologies Ros who will send any items to Margaret to report on her behalf

**ACTION ROS**

Tuesday 25<sup>th</sup> January 10:30 by Zoom

There is no committee meeting in December.

**12. Holiday Dates**

Ros: 20<sup>th</sup> November – 6<sup>th</sup> January

Tony: 30<sup>th</sup> October – 8<sup>th</sup> November. 1 week early March or April to be advised.

Margaret: 23<sup>rd</sup> March 2022 – 6<sup>th</sup> April 2022; 30<sup>th</sup> April 2022 – 11<sup>th</sup> May 2022

Neil weekend EITHER 5<sup>th</sup> or 12<sup>th</sup> November to be advised

The meeting closed at 12:45 pm