

Leicester U3A (Charity Number 1083274)

Minutes of the Committee Meeting held on Tuesday 20 07 2021 at 10:30am by ZOOM

Host: Henry Paulinski – Chair Tony Davison

1. Apologies & Attendance

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

Apologies: There were none

2. **Minutes:**
- a) Committee Meeting 29.06.2021 - These were approved. **ACTION – MARGARET** to send approved minutes to all. Tony to print out and sign and post to Ros. **ACTION TONY.**
 - b) Matters arising (not already on the agenda). There were none

3. **Chairs report:** Tony had received an email asking for volunteers to help with reading at a school in the north of Leicestershire. As the schools are currently on holiday it was agreed that he would reply that we will circulate to our members when school starts again in the autumn. Neil will put an entry in the newsheet then. **ACTION NEIL** He will also suggest that they contact other u3as in their area.

ACTION TONY

He had nothing further to report.

4. Secretaries report:

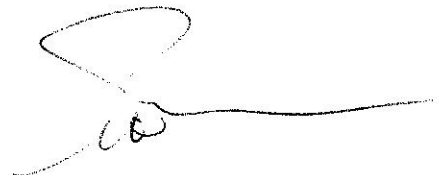
- a) **Third Age Trust A.G.M.** Ros has registered herself and Henry to attend via Zoom. She is expecting the link in the first week of August. The voting was discussed and it was agreed that we would vote as follow: For Chair - Liz Thackray (other candidate Barbara Shepherd)
For Vice Chair – Michaela Moody (other candidate Sue Southwell)
For Treasurer – Derek Harwood (no other candidate)
For East Midlands Trustee – Jean Hogg (no other candidate)

These are the only posts we are eligible to vote for.

- b) **Contacting Organisations** We have had no response to our mail shot to Doctors surgeries. Ros found on the web that a better result is via telephoning the Practice Managers. She will contact the Clinical Managing Group to obtain a list of link people in each surgery or group and then telephone them. **ACTION ROS**

- c) **Equality and Diversity** There had been no change since last minutes. We will pursue when the academic year starts in the autumn.

- d) **Shared learning** Ros suggested we might start a project to look at the changes we have made over the years that have affected our lives. i.e. climate change affected by use of plastic and building design not allowing for climate changes. Neil agreed to contact relevant group convenors to see what support there may be. **Action Neil** Neil has checked the national web site and found that only the 'high street' project and 'slow ways' projects are live at the moment. There is mention but no activity or reporting for projects on 'Family history through photographs', 'AI and musical creativity' and 'Film Copyright search'. We may be able to pursue projects when the university academic year starts again.



5. **Treasurers Report** This had previously been circulated. Bob explained some of the entries. He is still waiting for confirmation from Christchurch for the meeting bookings as follows.

Worship centre, atrium, hall and kitchen: Tuesday 14th September, Tuesday 12th October and Tuesday 9th November.

Keene Room (committee): Tuesday 31st August 14:30 and Tuesday 28th September 14:30.

He also asked for contact details to send the last speaker cheque. Keith agreed to deliver this when it was available but it will need a second signature first so Bob will take to Ros for signature and then deliver to Keith **ACTION BOB, ROS, KEITH.**

6. **Speaker Programme**

a) Bob has booked the Worship centre, Atrium, Hall and kitchen at Christchurch for the September, October & November meetings.

b) COVID - The management of general meetings was discussed at length. It was agreed that members will be asked to wear a mask if they wish to attend. Margaret & Ros will draft a message to all members to explain the requirements and circulate for approval. **ACTION MARGARET & ROS** It would cover the following points:

- That physical meetings will recommence from the September meeting.
- That face coverings must be worn to gain entry unless they can demonstrate a valid reason for exemption. In this event they must agree to socially distance from any other attendee.
- They must accept personal responsibility for attending after carrying out a personal risk assessment
- The reasons for our decision.
- A request to indicate their willingness to attend to Margaret ASAP so that we can gauge attendance.

ACTION MARGARET

- It will also have some text from the Government web site advice which Neil will find and send to Ros & Margaret to incorporate. **ACTION NEIL** N.B The register will need amending and require a signature to ensure that members all sign in for track & trace purposes. **ACTION MARGARET.** We will have a supply of masks for those who forget to bring one. **ACTION ROS**


It will then be circulated to all members. **ACTION MARGARET**

Finally, Neil was reminded to pass the key for Christchurch back to Ros now we will need it again. He had been keeping it safe since Steph passed it to him when she stepped down. **ACTION NEIL**

c) Neil updated on the proposed Christmas lunch. He had contacted Kay Relf who had expressed doubts as to the viability of such a formal event in the winter. She suggested a less formal celebration at Christchurch instead. After considerable discussion it was decided that this would put an extra burden on the committee to arrange and manage the event as well as complicating the requirement for face coverings. It was agreed not to hold a December event this year.

7. **Groups report** The report had been previously circulated. Other than that he had not yet completed the updating of the convenors pack due to illness. He intended to have a draft available for discussion by the end of this month. **ACTION NEIL**

Risk Assessments – These have been arriving in a steady stream. He asked if we wanted to drop the requirement for risk assessment forms to be completed now but it was decided to continue to require them for the foreseeable future. After that they will be converted to advice sheets and will be put in convenors packs. He will circulate Convenors to also explain the new meeting rules. As well as these, the host has the ability to decide on additional safety when meetings are in their home. i.e. – must wear face covering (no exception) or must be double vaccinated. **ACTION NEIL**



8. **Membership report** Since circulating the report the membership had increased by another two and now stood at -
- | | |
|------------|-----|
| Individual | 360 |
| Honorary | 6 |
| Associate | 6 |
| Total | 372 |

Margaret had received an email from one member complaining about the lack of networking opportunities and disapproving of on line meetings. Margaret had responded pointing out our responsibilities to follow UK Government as well as TAT guidelines and updating about current situation. Her response was approved. Neil pointed out that we had made every effort above and beyond the norm to make meetings available to members via email, telephone and Zoom etc.

9. **Wellbeing report** Sandra had received only two responses from members about the possible Christmas lunch which supported our earlier decision. She asked about starting up the coffee mornings again. Assuming that Friends Meeting House agree to use of the kitchen it was agreed to restrict the attendees to 25, give preference to new members, and ask for advance bookings. Everyone would be asked to sign in on arrival (track and trace requirement) and sit at a table before removing face coverings. Anyone attending who had not pre-booked would be denied entry unless there were spaces still available. Ros will arrange a meeting with Carmen (FMH) to discuss use of the kitchen etc. **ACTION ROS**

10. **A. O. B.** There was none.

11. **Date and time of next meetings**

Tuesday 31st August 10:30 by Zoom) Bob to cancel booking for Keene Room at
Tuesday 28th September 10:30 by Zoom) Christchurch **ACTION BOB**
Tuesday 26th October 10:30 by Zoom


12. **Holiday Dates**

Ros: 20th November – 6th January
Neil: 12th – 26th August
Tony: 1st – 15th August; 18th – 24th August; 26th August to 4th September
30th October – 8th November.
Bob: 20th – 27th August

Holidays for next year will be listed in future minutes.

The meeting closed at 12:45

Approved
31/8/21


VICE CHAIR