

OLDHAM AND DISTRICT U3A COMMITTEE MEETING  
HELD VIA ZOOM TUESDAY MAY 4<sup>th</sup> 2021 10.00AM

PRESENT, J.Tobin, V.Thomas, C.Montgomery, A.Tickle, G.Hilton, B.Gates, H.Marrs, K.Ford, J.Morris

2. APOLOGIES FOR ABSENCE – D.Gates

3. ANY OTHER NOTIFIED BUSINESS - None

4. MINUTES OF APRIL 6<sup>th</sup> MEETING - They were proposed by GH and seconded by VT as being a true record, and unanimously approved by the committee.

5. MATTERS ARISING FROM MINUTES AND ACTIONS COMPLETED - See Officer reports and agenda items

6. SECRETARY'S REPORT

CM reported: Zoom Speakers- Steve Herra presented his “Body through the porthole” talk on 13th April which was very interesting, we had over 30 members joining the presentation. I have contacted Roger Browne who is presenting on 11th May, I emailed out some information about his presentation; I hosted a zoom meeting for Mike Ford’s Music Appreciation group on 7th April; I emailed newsletters and other information to members; I contacted Alison May at the National Office about their views on extending committee member terms of office and forwarded her reply to the committee; I forwarded Oldham Policies and Procedures that Brenda Gates has created to the committee; I have assessed trustee appointments at the AGM as per our constitution and can discuss in May’s committee meeting; I forwarded John T’s newsletter and got a couple of replies from u3a volunteers.

7. TREASURER'S REPORT

VT reported: The Annual Accounts have now been completed and audited by Doug Stott and have been circulated by email along with the reports and comments from Doug to all committee members in preparation for approval at the May meeting. JT thanked Val for her hard work in getting the annual accounts completed and audited, he then proposed that the accounts are approved by the committee and they unanimously were. VT commented that Dave Wright had provided invaluable help to her. ;The General Account as of 30th April is £13,616.62, this reflects payment for Third Age Trust Beacon Licence fee £648 and TAM Magazine fees £1,550.00, a credit has been received back from The Trust of £228.16 for TAM overpayment, Membership fees paid into the account- £3,190 plus £ 37.50 donations. This amount represents 588 renewals including new members; I have had a letter regarding our Capitation fees being due, however, the invoice hasn’t yet arrived.

All bills are paid and up to date.

The Social Account as of 30th April is £724.89, there hasn’t been activity this month.

8. CHAIR’S REPORT - see later items

9. DOCUMENTATION

BG had created 12 documents relating to Oldham u3a roles, procedures and policies which CM had circulated to the committee for consideration. GH proposed and JM seconded that we adopt the documents which the committee unanimously did. BG asked if CM could update the documents to show the date they were issued and CM will ask Cath Gannon to put these documents on the website. CM will forward a list of Trustee documents to the committee and particularly BG for consideration as to whether they are required and how they can be properly formatted.

## 10. MEMBERSHIP UPDATE

JT reported that 602 members have joined this year, 47 are waiting to re-join, and we have 5 honorary members. JT will check the rules for Honorary members, GH suggested we should create a policy for this.

## 11. UPDATE ON GROUP ACTIVITIES

GH reported that there are some zoom activities continuing, walking trials for 6 people have been held, the bowling group is active. GH will update Group Leaders shortly after 17<sup>th</sup> May when new guidelines regarding opening up some activities will have been announced and ask GLs about any issues or concerns they have moving forward.

## 12. AGM

JT reported that JT/GH/CM didn't have time to progress this. JT/GH/CM will hold a zoom meeting asap to create a timescales/plan for the AGM process and circulate this to the committee. CM will check if an online AGM is still possible under Charity Commission rules and will also seek advice from the u3a National Office. VT commented that she will need to know dates so the accounts can be sent to the printers in time, this will be covered in the timeline to be produced.

## 13. A.O.B.

Committee members terms of office: CM reported that CM/JT/GH had received emails and spoken to Alison May at the National Office and were all happy that the National Office legally covered advice was that trustee's terms of office could be re-set as to when the new constitution was adopted, which for Oldham u3a was 3<sup>rd</sup> November 2020. This would allow trustees to stay in office after this AGM, if they so wished, which would provide stability to the committee moving forward after lost time, lessen the number of new trustees required and standardise all trustee terms to the new constitution definition. JT was not entirely comfortable with this and JM reported her view that we should abide by the previous constitution terms of office. JM also wondered whether the committee could instead vote to extend some existing committee members terms of office for a short period but CM thought this wouldn't be allowed under the constitution. GH proposed that the committee approve the National office advice regarding resetting trustee terms of office, KF seconded this, 7 members voted for the proposal with 1 against and 1 abstention. As the advice for this vote from the National Office was that it had to be unanimous the proposal was rejected. AT asked if CM could send video and email evidence relating to resetting terms. GH suggested that any documents sent out by the committee should be in docx and pdf form to ensure members could read them, all to action this.

GH suggested that zoom speakers fees were too high to be acceptable, however VT reported they are around £70 a session and JT suggested that as long as we get more than 30 attendees to the meetings they are worthwhile continuing with.

HM asked whether certain u3a Oldham volunteers need to be covered by insurance which applies to trustees, CM will assess possible options and add it as an agenda item for June

The Chair closed the meeting at 11:38

Date and Time of next meeting. Tuesday June 1<sup>st</sup> at 10am, CM to email a Zoom link

## ACTIONS.

- a. CM to update documentation with issued date and ask Cath Gannon to put them on the website.
- b. CM to circulate the set of Trustee Induction documents to the committee.
- c. ALL to circulate any documents in docx and pdf versions.
- d. JT to check the rules for honorary members fees
- e. JT/GH/CM to start planning AGM work required to complete a virtual AGM, CM to check online rules.
- f. GH to inform GLs of covid rules after May 17<sup>th</sup> and consider any issues they have.
- g. CM to assess options relating to getting trustee insurance for certain volunteers.
- h. CM to circulate video and email evidence re trustee terms of office reset to the committee.