

SUDBURY GROUP OF THE THIRD AGE TRUST
Minutes of the Executive Committee meeting
Via Video Conference - Tuesday, 9 June 2020

Present: Anita Floodgate, Chairman
Tony Lee, Treasurer
John Freeborn, Membership Secretary
Colette Bentley
Nicola Godwin
Richard Thomas

Brian Orton, Vice- Chairman
Janet Cruttenden, Secretary
Brian Hemmings, Webmaster
Sue Campbell
Dee Hoile

- 1) Apologies for Absence: Jennie Leech
- 2) Minutes of the Meeting held on Tuesday, 14th April and Monday, 11th May 2020
The minutes were adopted and will be signed by the Chairman as a correct record of the meetings.
- 3) Matters Arising from 11th February meeting: -
 - 9 Drop Box data permissions moved on
 - 14d Banner progress – c/f
 - 5 St Johns 1st Aid Courses – NG (c/f)
1st Aiders within U3a and those interested in a course – AF (c/f)
 - 15 AGM – to be covered under AoB
 - 17 Non-disposable cups – AF (c/f)

Matters Arising from 30th March meeting:-

- 3 Email to members following committee meeting ACTIONED
- Zoom security details on website ACTIONED
- Contact with Joan Garner re Holiday Group – Joan is actioning as necessary and those members who have asked for a refund should hear from her shortly.
- Others have rebooked for 2021. - RT to advise on progress
- Drop Box Briefing ACTIONED
- John has placed information in Drop Box for Anita and Tony to access

Matters Arising from 14th April meeting:-

- 5 Overpayment of 2020 membership fee ACTIONED
- 8 Refund/money held until new date for Group Leaders Workshop – REFUND RECEIVED
- Group information updated on website ACTIONED
- 11 Articles for May Su3an ACTIONED
- 15 Table Tennis tables at Delphi ACTIONED
- The Bridge is storing tables for the foreseeable future free of charge.
- It was **AGREED** that when the tables are moved to a permanent location a donation will be made to the Bridge Project.

Matters Arising from 11th May meeting:-

- 4 (1)i) Advise speakers and amend website
re: cancellation of June/July/August monthly meeting ACTIONED
- ii) June virtual meeting – Anne Grimshaw ACTIONED
- iii) Su3an and email notice to members ACTIONED
- (2)i) Contact with National if appropriate ACTIONED
- ii) National tutorials included in email ACTIONED

- iii) Look into possibility of GL meeting via Zoom
- 6 Storage of table tennis tables see 15 above
- 7 Look at VirtualU3A sites to assess suitable for us ACTIONED

4) Chairman's Report

Previously circulated. There were three discussion points on Anita's report.

1 *Resumption of Group Activities.* Outside activities where a group was no more than 6 and the Group Leader had carried out a risk assessment and each participant had completed a personal risk assessment would be covered by U3A insurance. Views of the committee ranged from that of, if a Group was keen to resume then they would comply with the requirements, to that it was rather daunting and insurance companies may query the risk assessment to avoid payment. There was also the fact that many members were over 70 and needed to heed government advice. It may be possible walking, ambling and other outdoor activities could resume while following government guidelines. Anita will check that the personal risk assessment only needs to be completed once to cover all activities or whether each activity requires a risk assessment. She will also ensure a message is sent out to all Group Leaders on the need of risk assessments to ensure U3A insurance cover.

ACTION: AF/RT

2 *U3A Supporting Growth Project.* Brian O and Janet said they would be happy to look at the detailed information to assess whether they would be happy to participate in this project. Anita will forward full details to them.

ACTION: AF

3 *Sarah Doig – Ancestral Heritage.* Sarah had produced 8 videos of her book "The Little History of Suffolk" at a cost of £100. Was this something for us to consider for our members? John had viewed the first episode and was impressed with her presentation and illustrations. The committee **AGREED** that the video link should be purchased (Tony) and placed on our website (Brian) for members to access.

ACTION: TL/BH

5) Treasurer's Report

Previously circulated. No questions arose from Tony's report. Anita thanked Tony for all he had done since taking over as Treasurer during a very difficult time.

Tony will place the accounts files on Dropbox every month as a backup should Tony be unable manage them. They will only available to the Chairman and Membership Secretary.

6) Secretary's Report

The secretary had not tabled a report and had no additional comments.

7) Speaker Secretary Report

Colette reported that she had rebooked Tania Harrison for August 2021, although Tania was uncertain whether she would have a business by then. Anita said to leave September monthly meeting on the website, although we may have to cancel later. Colette said Sarah Doig was part of Hexachordia, who had performed at our AGM. Anita will forward the information Sarah had sent to Colette; this includes the first episode of the serialisation. Colette asked if Sarah would be prepared to do a talk. Anita said she had already asked Sarah, who replied that although she had not as yet done a Zoom talk it was something she would consider. Depending on the success of Anne's zoom presentation on 16th, Colette will see if Sarah would be able to do a presentation for July's meeting.

ACTION: CB

8) Group Co-ordinator's Report

In the absence of Jennie, the committee discussed her report.

9) Membership Secretary's Report

John reported that there were 625 paid members since 1st January, which included 50 who had joined in the first 3 months of the year. 866 members were still on the books with 241

not having re-joined. Generally, by June the number would be around 100. However, the number of members showed that our U3A still had a lot of support. We had agreed that unpaid members will be removed at the end of July.

10) Webmaster's Report

Brian had sent through the June site hit list which as to be expected was slightly lower than normal. Group detail amendments had been made as required. It was **AGREED** that June, July and August monthly details should be removed. **ACTION: BH**

Brian queried the response to the June Zoom monthly meeting presentation. Tony said he had 51 names, although some of these were for couples so in effect up to 102 people may 'attend'. Anita said she, Tony and Brian had had a practice run which worked well, although there were no slides.

11) Communications

Jean had reported to Anita that she was pleased with the number of articles for May's Su3an and some articles had been held over for July's edition. Janet suggested that perhaps the Photography group could provide photos for July Su3an to make it more colourful and Nicola agreed to contact Bruce. **ACTION: NG**

12) Network Matters

No contact made since the cancellation of May's meeting.

13) Beacon Update

No report this month.

14) National U3A Day – 3 June 2020

National had moved this to 1 October. We had paid a deposit for St Peters but if the U3A Day was cancelled our deposit will be moved to 23 February for our 2021 AGM.

15) Members Items / AOB

Anita mentioned an excellent obituary that David Rowe had sent on Julius Badyan, but in accordance with the committee's decision she had advised Jean it could not be published.

Richard commented non-email members only had contact through Su3an and should we be looking at a monthly newsletter or telephoning them. John said 167 Su3an's were posted and some members also received an email version. Anita said a telephone call will be made when we have something to tell them.

The committee **AGREED** that a meeting prior to our one scheduled in August should be arranged following the Government's Covid-19 meeting on 4th July. It was **AGREED** this should take place on Tuesday 7th July. As this date was after Su3an's deadline Anita ask Jean to delay forwarding the magazine to Indigo Ross until later that week. **ACTION: AF**

There being no further business, the meeting closed at 11.43 am

Date and time of next meeting

7th July 2020 at 10 am

Signed Date

Anita Floodgate, Chairman