



**SANDBACH AND DISTRICT U3A**  
**U3A Committee Planning Meeting 20/4/20**

**Held under lockdown using Zoom remote meeting software**

<b>1</b>	<p><b>PRESENT</b> Arnie Laing, Kevin Dean, John Banyard, Alan Casey, Barrie Hacking, Sandy Boyle, Pam Thomas, Paula Reilly-Cooper, Stuart Naylor, Don Rickards</p> <p><b>APOLOGIES</b> Alice Holmes, Sam Boardman</p>									
<b>2</b>	<p><b>MINUTES</b> of 16/3/20 were briefly discussed but since they were mainly concerned with how to maintain operations in the face of the virus spread, they were rendered irrelevant after a few hours when the government decreed that the people should be banned from assembling.</p>									
<b>3</b>	<p><b>MATTERS ARISING</b>  As a gesture of sympathy from committee members, Sandy will deliver a gift of flowers and wine to Sam.</p>	Sandy								
<b>4</b>	<p><b>TREASURER'S REPORT</b>  John's statement in italics:  <i>Balances at end of March 2020:</i></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><i>NatWest General Account</i></td> <td style="text-align: right;"><i>£ 17,655.75</i></td> </tr> <tr> <td><i>NatWest General Reserve</i></td> <td style="text-align: right;"><i>£ 21,626.14</i></td> </tr> <tr> <td><i>PayPal</i></td> <td style="text-align: right;"><i>£ 796.10</i></td> </tr> <tr> <td><i>Cash in Hand (Approx.)</i></td> <td style="text-align: right;"><i>£ 1,508 re groups, not socials.</i></td> </tr> </table> <p><i>We have still to complete a supporting document for making a claim for compensation from NatWest. Even this month I received mail at my home address addressed to Isabel so their records are not completely updated.</i></p> <p><i>Looking forward to the year-end situation, we have prepared a separate table for projections to be refined in view of the previous agenda items.</i></p> <p><i>We have prepared a projection for 2019/20 on the basis that we:</i></p> <ul style="list-style-type: none"> <li><i>• exclude subscriptions for the new year</i></li> <li><i>• do not pay any refunds</i></li> <li><i>• the income and major expenditures are as estimated, with venue costs calculated by Paula, estimate of Gift Aid claim being received, estimate of Third Age Trust payment for TAM being slightly higher than last year. Actual TAT membership subscription has just been received.</i></li> </ul> <p><i>On this basis our estimated funds in general account would diminish from last Friday's balance of £16,986 to £4,248</i></p> <p><i>Refunds could potentially diminish, if not extinguish, this balance especially when we consider almost £10,000 has been deposited into the bank for trips not yet fulfilled</i></p> <p><i>For 2020/21 we cannot reasonably forecast until earlier agenda items have been resolved, and these are dependent on the external situation re coronavirus and government requirements.</i></p>	<i>NatWest General Account</i>	<i>£ 17,655.75</i>	<i>NatWest General Reserve</i>	<i>£ 21,626.14</i>	<i>PayPal</i>	<i>£ 796.10</i>	<i>Cash in Hand (Approx.)</i>	<i>£ 1,508 re groups, not socials.</i>	
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	John mentioned that he is interested in buying a PayPal card reader for use in Sandbach library. The PayPal card reader currently costs £34 and as a charity the total cost is just 1% for transactions through the card reader.	
5	<p><b>MEMBERSHIP SECRETARY'S REPORT</b></p> <p>The number of members joining is almost nil and Barrie has decided to postpone the renewal exercise to June. The annual membership fee for 2020 / 2021 will be unchanged at £10 and there are no plans to give refunds of the annual membership fee to compensate for the reduced availability of activities. The Third Age Trust is unlikely to raise the capitation fee in the near future.</p> <p>Sandy suggested that the Sign-up Day would most likely to be banned even if lockdown conditions have been relaxed by then. Kevin will urge members to renew online in the messages now going out weekly.</p> <p>Although there was concern that the absence of age information in user profiles might hinder compliance with specific regulations if they appear when lockdown eases, no decision was made to add date of birth to the user profile.</p>	Kevin
6	<p><b>PROGRAMMES AND VENUES</b></p> <p>All venues have been cancelled and there are no plans to book any more rooms. Sandbach Health and Fitness sent invoices for sessions that were cancelled in good time but the treasurer has paid only for sessions completed.</p>	
7	<p><b>GROUP CO-ORDINATOR'S REPORT</b></p> <p>All meetings were suspended from 17 March. All invoices from the paid tutors have been paid and all the venues have been asked to submit invoices for completed sessions. All expenses have been added to the spreadsheet but some cash is still with the leaders. The expected total of invoices not yet received is about £5,600.</p> <p>The national adviser for astronomy has suggested some activities for local groups. The Pilates tutor is offering paid sessions by webinar and some Sandbach members have taken it up.</p> <p>Trevor Boxer has changed his short walk and dine group to tackle only walks that have no stiles. His group members like this change.</p> <p>Stephen Davies is offering weekly sessions in reading music. Kevin will ask leaders in the weekly message to promote any remote activities they have.</p> <p>The Third Age Trust is concerned by the number of groups who seem to have stopped any sort of activity and Arnie is collecting information from Sandbach and the South Cheshire cluster about what is going on remotely. Kevin will ask leaders in the weekly message to let him know what they are doing.</p> <p>Arnie has arranged for Judy Hewitt and Kath Neame to do some work on contacting members who have no contact with their groups.</p>	Kevin  Kevin
8	<p><b>SOCIAL EVENTS</b></p> <p>The trip to the vineyard was fully paid and the vineyard owners have said they will retain the deposit for a postponed visit and return the rest of the money to the Sandbach U3A bank account. It hasn't arrived yet.</p> <p>A bug in the SWISH software means that members who die with future trips booked must be kept in active status until the money has been repaid.</p>	
9	<p><b>DIARY UPDATES &amp; NEWSLETTER</b></p> <p>Kevin is sending a message to members every Monday with the lockdown quiz and any other relevant information that he can acquire.</p>	Kevin
10	<p><b>AOB</b></p> <p>Nothing</p>	

	<b>Next meeting</b> - Monday May 17th set up.	9.30 in a Zoom conference that Stuart will	<b>Stuart</b>
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Signed ..... Date .....