

## **Sandbach & District u3a Trustees: documents for meeting on 21 December 2020**

### **Item 3 b Update on groups**

#### Zoom subscription

The zoom subscription seems to be working well and has been very much appreciated by the GLs and their members.

#### Group activity since 2<sup>nd</sup> Dec

The outdoor groups now running are: Golf, Walking Football, Walking Cricket, Fitness Exercise with Football Drills & Skills, and Long Walks.

The indoor exercise groups which have to restarted (subject to appropriate restrictions and social distancing) are Zumba, Keep Fit, Circus Skills and Contemporary Dance.

Unless there are any changes to the current Covid restrictions the plan is for all the indoor exercise groups to restart week beginning 11<sup>th</sup> January. Venue availability for 2021 is still to be confirmed.

Zumba have asked if the Masonic Hall is available in the New Year so they can split the sessions and use both the Masonic and the Studio on Wednesdays and Thursdays.

Jenny Bull, Paid Tutor, Yoga 1, 2 and Chair Yoga is hoping to restart face to face sessions at the Masonic Hall at the beginning of February.

#### Group changes

Due to a fall in membership, Philosophy 1 and Philosophy 2 have now merged and reverted back to being "Philosophy", this has been updated on the website.

### **Item 3 b Update on venues**

At present only two are prepared to take bookings for group meetings.

Sandbach Health and Fitness which we are using at present and for groups that conform to strict government guidelines, the Masonic Hall is available as follows:-

*Mondays: Morning and Afternoon periods are available*

*Tuesdays: Afternoons only after 1.45pm*

*Wednesdays: Morning and Afternoon periods are available*

*Thursdays: No availability*

*Fridays: No availability*

*These are for groups who are allowed to meet indoors under Government Regulations during the pandemic. Hopefully these Regulations will cease once the pandemic has been brought under control.*

*There will be a very few occasions when the Hall will be required for Masonic functions (as has always been the case), but I expect these to be confined to no more than 3 Monday afternoons during the whole year.*

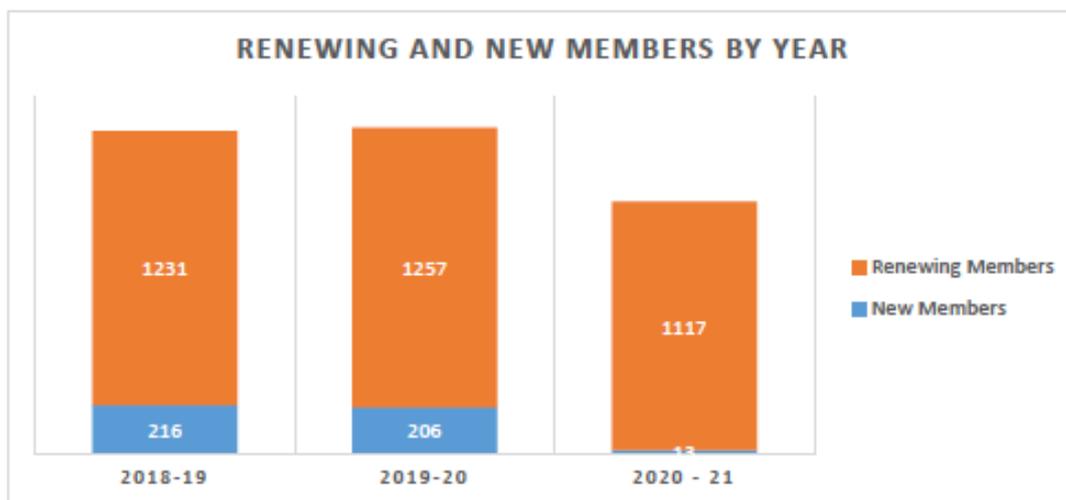
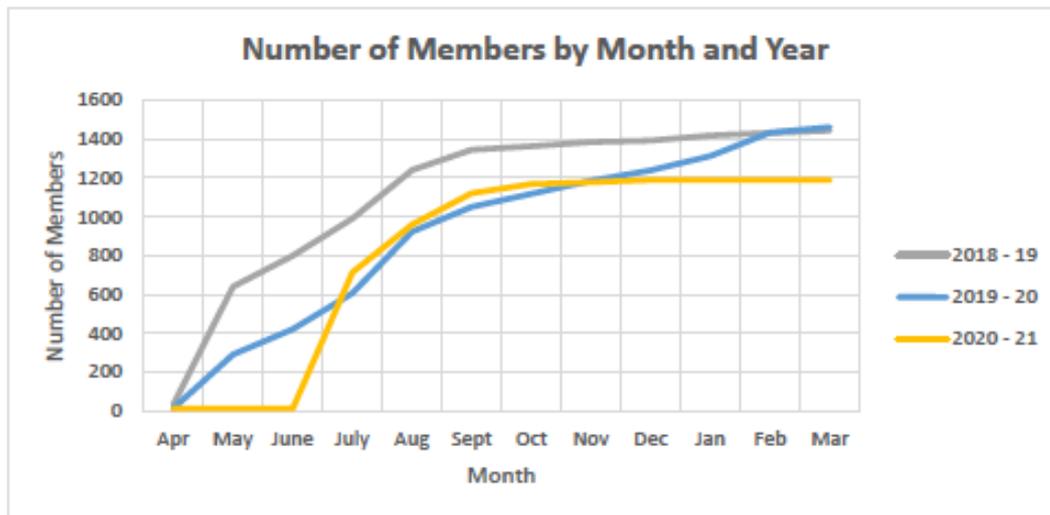
*Charges for 2021 will be £25 per half-day session and £12.50 per half-day for use of the Lounge for smaller groups.*

I have not had a reply from the Wesley Centre but I doubt if they are open for booking at present.

The Town Hall ballroom is still in use every morning by the Boys School until their building project is completed.

## Item 4 Membership update

December 2020



	2018-19	2019-20	2020-21
New Members	216	204	13
Renewing Members	1231	1260	1117
Not Yet Renewed	117	163	0
Total No of Members	1447	1464	1130
%Renewed	87.93	87.08	76.35
Change from previous year	1423	17	-333
Total No as % of previous year	103.36	101.17	77.24
Renewed Online	319	412	550
% Renewed Online	25.91	32.70	49.24
Joined Online	86	90	11
% Joined Online	39.81	44.12	84.62
Renewed / Joined Manual	1038	959	569
Left	52	24	20
Lapsed	108	163	328

No. of New Members  
since last New  
Member Morning  
Invitation

**40**

## Item 5 Finance Report

### Balances at end of November:

Account Name	Nov-20	Oct-20	Diff.
NatWest Current Account <sup>*1</sup>	£12,202.07	£12,575.35	£373.28
NatWest Business Reserve Account	£21,634.23	£21,634.05	£0.18
PayPal	£191.65	£216.05	£24.40
Cash in hand	£100.50	£65.00	£35.50
Total	£34,128.45	£34,490.45	£362.00

\*1 – Current Account Balance excludes unpresented cheques. Outstanding cheques of £40.00 are expected in November 2020.

### General Notes

- With very few groups running, due to covid, restrictions there are very few transactions this month
- This month's decrease in overall balances has been a result of expense payments; mainly AGM costs and Zoom subscriptions.
- There is just one outstanding cheque to be presented in respect of the social trip refunds (£40)
- NatWest signatories have been amended, there are now 4; Myself, Stuart Naylor, Alan Casey, Alice Holmes.
- The PayPal balance is predominantly made up of payments from Choir participants. We have a meeting scheduled on Monday 14<sup>th</sup> December to discuss the accounting procedures.

### Issues Outstanding

1. We have yet to receive a corrected invoice from the Health & Fitness studio at the Rugby club which should be a cost of £306.25

### Post Month End update

- Nothing to report

## **Item 7 u3a local cluster meeting**

### **SE Cheshire Cluster meeting, held on Tuesday December 1<sup>st</sup> 2020**

The group was introduced to our new NW Trustee Neil Stevenson (NS) who stated that:

- He is seeking a volunteer with suitable skill sets to take on the role of Regional PR Adviser (Previously mentioned in our weekly update)
- if U3As continue, post-Covid, to hold virtual AGMs or to use a hybrid form, they will need to change their constitution.
- In future the former National U3A Office will be referred to simply as the U3A Office.

A discussion took place with NS around the ability of u3as to demonstrate diversity given that u3as do not collect the appropriate data. NS responded that this had to be measured by quality rather than quantity of measurements including welcome, retention etc.

The use of anonymised age-range data was raised but Neil Stevenson was opposed to that, because it might breach GDPR. Pam Thomas agreed that age-range data would be helpful to inform planning in each U3A.

#### **Online voting for AGMs.**

Stuart Naylor asked what methods other U3As used:

- Mark Barley: Knutsford used email and postal forms, and had a high turnout;
- John Bardgett: Congleton used Google forms, and had higher turnout than usual;
- Mike Anderson: Northwich used a questionnaire which ensured the quorum was reached, and had more online returns than usual;
- Hilary Scarratt: West Cheshire Rural used Beacon and requested email responses from members, attracting more participants than usual.

#### **Joining other U3A's Interest Groups.**

Although some U3As were able to offer participation in Interest Groups to members of other U3As, the response was patchy. It was agreed that this was an issue that might become more relevant post-Pandemic.

Holmes Chapel would compile a list of Interest Groups in the Cluster able to welcome members from other Cluster U3As.

Christine Maughan raised the possibility of reciprocal membership arrangements between U3As. No conclusion was reached although there was a general feeling that any such arrangement should be as simple as possible, which might mean individuals becoming associate members of more than one U3A.

#### **AOB**

Stuart Naylor commented that there was a discrepancy between the latest U3A update on Covid restrictions and current Government Guidelines.

Neil Stevenson noted that the Ramblers' Association guidelines now allowed for up to thirty walkers to walk together. This would be covered by U3A insurance, but would mean that the risk assessment undertaken by the Group leader (and the individual walkers) might have to be adjusted.

## Item 8 Focus for future Trustee meetings

Ongoing agenda items at Trustee meetings will normally include some or all of:

- Minutes & matters arising
- Covid update
- Report from groups co-ordinator
- Report from venues co-ordinator
- Report from membership secretary
- Report from treasurer
- Any important information from Cluster U3A meetings or Third Age Trust

This inevitably limits the time available for other business. I suggest that we should generally try to have no more than one major item of business at each meeting. This will avoid meetings becoming too lengthy and ensure that we can do justice to major items that may need extensive discussion. Things that we need to deal with during the coming year include the items in the table. Doubtless there will be others.

Item	What we need to do	Possible timescale
Finances & fees for 2021-2	Revisit working group recommendations and set fees next year	
Update constitution	Agree questions to consider, revisit working group recommendations and agree proposed changes for 2021-2	
Complaints procedure	Review what we have in place currently and update as necessary	
Disciplinary procedure	Review what we have in place currently and update as necessary	
Website development	Review how well our current website works as first point of contact for potential new members and update as necessary	
Other IT developments?		
AGM	Decide in good time whether we should hold a face to face or virtual AGM, and put suitable plans in place	
Recruitment of new members?	Do we need to 'market' ourselves to potential new members? If so, how?	