

Malvern Branch

Charity Reference number: 1069591

Minutes of Online meeting of Trustees: 10 a.m. Friday 16 April 2021

Trustees: Peter Corfield (PC); William [Bill] Culshaw {Chair} (BC); Tessa Hartog (TH) (from 10.20); Roger Hunt (RH); Brenda Johnson (BJ); David Oliver (DO); Richard Phillips (RP); John Price (JP); Linda Scott (LS); David Street (DS); Jeff Thorogood (JT).

1: Apologies: John Elkington (Web Manager)

2: Minutes of the e-meeting, Friday 2/3/21, previously circulated.

Approved unchanged: To be placed on MU3A website of Trustee Minutes

RP

3: Financial Review: (Papers circulated ahead of the meeting)

Report on current financial year: £13K at year end, after 1185 member capitations paid.

£100 received for U3A Day activities around tree-planting.

RH now a signatory, BC expected to complete process very soon: **DO** to remove old signatories.

Budget for 2021-22: Three estimates offered, on 1300, 1500, or 1700 paid up members. Severe year-end cash problem with lowest figure. Might need to consider raising meeting charge from £1.50 to £2, if such low membership. Need to monitor as going forward. Noted again that Gift Aid rules require no more than 25% of the room hire total to come from the subscriptions.

Subscriptions: Agreed to call for subscriptions in later July/August to cover 9/2021-8/2022 year and to announce in next bulletins that paid subscriptions would be expected to recommence later this year.

TH

Equipment: JP circulated his list of equipment, PC noted that he had a database, which he has updated with DO and which he will share with JP. Although MU3A writes off new assets in the year of purchase, DO urged that an assets register be maintained. Agreed that the most complete register possible be created and that items not in regular use be pruned. LS noted she had a Brother Label Printer which is not in the lists. A query was raised whether any items are shared with the Cube or Manor Park: Issue to be pursued.

PC/JP/DO

4: Constitution issues

RP reported that he had had correspondence with National Office, including providing the 2018 Constitution and the 2021 e-AGM amendment. National Office are still suggesting that our November 2021 AGM adopt the long rules amendment on e-meetings prepared centrally.

Subsequently on 24 March RP e-contacted the Charities Commission in three separate e-forms, on the 2018 Objects of MU3A, the 2018 Dissolution Rules for MU3A and the administrative changes (Trustees numbers etc.) in 2018. Reply (hopefully approval) promised in 30 days.

When the reply comes, the 2021 amendment will be e-sent for notification.

RP

5: Current Group activities:

RH reported no change in number of groups meeting electronically, no expectation of more.

Any reopening of outdoor groups to follow government and national body (sports etc.) guidelines.

DO proposed and all agreed that, in the absence of subscription payments this financial year, any group meeting outdoors (e.g. Brenda Spragg and Croquet) must meet any current costs from within the attendees of the group, with no subsidy from MU3A funds.

6: Re-emergence Plan

Groups Leaders (GLs) Meeting: PC had spoken to fewer GLs than he had hoped.

Assuming England's roadmap continues, PC hopes for a mid-June meeting, ideally face-to-face for better engagement. Need to ask GLs by end of June for entries for 2021-22 Directory (last entry sent as a prompt, for updating and amendment), with an indication of how the Group will restart (zoom or face-to-face or mixture) **PC/RH**

Groups Fair Day: Malvern Theatres no reply to DS, but seems to be nothing on at Forum (size is 26 x 17m = 442m²) in early September.

Dome: has three Badminton courts of 250m² and a possible squash court for membership enrolment. Parking not ideal, but some extra parking at Sports Centre. PC, DS, BJ and LS had been to visit the Dome. DS has made a booking with Vicki Rose for 8 am - 1 pm on Wednesday 1 September. £175 [£35 per hour]. BJ queried whether this cost includes the Estates Department setting up the 100 tables on the day before. St Anne's Well Café has offered to sell refreshments.

DO wondered whether residual COVID nervousness would reduce the numbers attending.

LS preferred the theatre as a central venue with better parking.

DS urged to try the theatre again, reporting back by Friday 23 April, if possible {JT noted that publicity from the Theatre has risen sharply in the past week, so staff may be present}. **DS**

Anniversary Celebrations: BC has written to the Mayor, Councillor Morton, about planting a tree.

RP has written twice to the U3A covering Malvern area in Melbourne – no reply. BC has written to his brother in Melbourne, seeking to re-activate the inter-U3A link and noting the connection with George Bernard Shaw tree-planting. Meeting reminded of Cora Weaver, MU3A Member, who has sought out Malverns across the world. **BC/RP**

National Day 2 June: No suggestions on what specific activity in Malvern. Noted that the key celebration for National U3A is 40 years in 2022.

Restart: Envisaged as beginning with GL meeting. Possible use of the Cube. DS noted no-one present at the Cube, but the booking system is running. RH to try to link with Trustees of the Cube to find out possibilities of room use. **RH/DS**

Recruitment publicity: LS noted the value of a possible campaign urging existing members to tell one non-member each. She also suggested the creation of a recruitment leaflet specific to MU3A as the lockdown eases and queried whether 'All about Malvern' (16,000 copies delivered) could be a useful tool.

7: West Midlands Region and Cotswold Link

West Midlands: BC had reported earlier on a Fireside Chat with Allan Walmsley on 19/2 and now reported on West Midlands U3A e-Conference 10.30-3 pm, 9 March. Interesting but limited in specifics for Malvern. Noted the Exploring World Faith series and the appearance of U3A members on ITV. Further discussion on recruitment opportunities.

Glyn Emory has been appointed Regional Technical Coordinator.

Cotswold Link: RP had previously circulated a report. Brief discussion of Beacon as an e-support mechanism, but DO and BJ noted the success of current in-house systems. Also noted that the Beacon upgrade is currently in difficulty. BC urged that the issue of in-house systems v.

Beacon be kept under review, because in-house system maintenance and improvement depend upon specific individuals, while PC noted that any data structure needs to be tailored to MU3A needs, not driven by a generic pattern.

8: Further matters arising from March meeting:

Trustee roles: agreed that the 2019 role descriptions would suffice for the present.

Vice-Chair: BC & RP had discussed and proposed that the role should be filled at 2021 AGM.

Possible new trustees: All should seek to identify members suitable as new trustees, initially without portfolio, with possible attendance as observers at Trustee meetings before the next AGM. JT noted that this was an area in which Group Leaders could vigorously assist.

Membership Secretary: Noted that BJ must relinquish this role in 2022 and may need to do so earlier, so preparing a possible replacement is desirable.

BJ noted that in another U3A and in the distant past in Malvern, New Members had a meeting early in their first year of membership, both to welcome them and to talk about wider roles in U3A. BC strongly endorsed the idea, urging that it be included in the 2021-22 budget. **DO**
Also noted that some current MU3A roles were not dependent on being a Trustee, e.g. Newsletter Editor. Also noted that monthly bulletins were largely the responsibility of Group Leaders.
Speakers: JT noted that September, October and November speakers were in place, all prepared to be either in person or on Zoom, and that January 2022's speaker was under discussion.
Recruitment: RH offered to run a report on those email-using members who had not re-registered and to organize an email to them about re-registration. **RH**
MU3A has 135 non-email-users and only 60 of these had replied by mail to re-register, including some who now had email addresses. Agreed they will receive the Directory and subscription form when these are ready in July/August, but no further mail-outs before then.
A brief, inconclusive discussion of whether there is a mechanism to support non-emailers to use email ensued. Agreed to revisit this. **BC/RP**
LS noted that her contact with the Tuesday Gardening Group showed that many had failed to re-register while still wanting to remain in MU3A. **LS/RH**

9: Communications:

Thanks to TH for the April e-Newsletter and especially the quality of its photos.
66 hits so far on the Spring Newsletter.
Confirmed again that the Autumn 2021 Newsletter would be printed for those requesting it (c.500 copies expected).
Noted that Regional U3A had appointed a Public Relations Consultant, who will provide more information soon. BC has asked TH to be our link with this person and TH sees a 2-way value in the link. **TH**
The next Bulletin is due out in early May and will include for information the key points of this meeting. **TH**

10. Meeting Closure:

AOB: DO to inquire about 2022 U3A Diary availability and to order for sale at Groups Fair. **DO**
Agreed that this meeting had covered the agenda fully.

Next Meeting: Friday 28 May 2021 at 10 am by Zoom.

Meeting closed at 11.51 am.

Richard T Phillips

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Approved, without changes, at the Trustee Meeting 28 May 2021.