

Meeting of Management Committee
Monday 30th November, 2020 at 4.30pm via Zoom

Present – Geoff Roberts (Trustee) Sue Watkinson (Trustee)
Alan Starkie, John Tomlinson, Derrick Fewings, Ian Grant, Les Rippon, Mike Rimmer, Pamela Green, Pamela Ball, Paul Andrews, Doreen Baker, Megan Tomlinson (MC)

1 Chairman's Welcome

Chair opened the meeting by welcoming everyone.

2 Apologies

Colin Russ

3 Minutes of previous meeting

Accepted as a true record

4 Matters arising

Alan Starkie was thanked for all of the work involved in the production of the Christmas message.

Second Zoom facility has now been set up. Calendar on website shows bookings.

5 Correspondence

None received

6 Treasurer's Report

6a.

Mini magazine is about to be published and will contain article produced by Derrick which provides an update on current expenditure. The paper was approved.

6b. Subscriptions 21/22

It was proposed that the membership year be extended to September 30 2021 and from then onwards new membership year to run from October 1 to September 30. This will be communicated to members via the magazine.

Proposed: Alan Starkie

Seconded: John Tomlinson

All agreed

There was some disappointment that Third Age Trust are increasing their costs to £4 per person.

Discussion took place regarding the fee to be charged to new members who join between January 2021 and September 2021.

ACTION: A discussion took place on the subscriptions for 2021/2022 and this would be discussed in detail at the next MC meeting.

6c JSVA Inspection of Accounts

Only a small amount of money has passed through the accounts this financial year – 90% less than normal. JSVA charge for an audit could be £1500. Due to the small turn over this year it was felt more appropriate for the accounts be put to a competent person to inspect.

ACTION: Derrick to contact JSVA and bring back to Management Committee in January. This could be satisfactory in the short term. Looking ahead, need to look at future turnover and review the arrangements for the inspection of the accounts. It was agreed that JSVA are still to be the preferred accountants.

6d Beacon Administration

Financial year to remain as April 1 to March 31 even if membership year alters. Will this work with Beacon system? (Ian Haskell has been contacted as person who oversees Beacon). There is an Issue that no-one else is familiar with the Beacon system – a suggestion was made that Ian joins the ICT team so that others would then know how to use Beacon. Discussion continued regarding over reliance on a small number of people in other areas as well. Succession planning is needed in a number of areas including that of Group Leaders.

ACTION: Once COVID is over John Tomlinson offered to assist Derrick and learn how to produce accounts via Beacon.

7 Membership Report

Deidre continues to help Doreen with this. A membership sub-committee is needed to facilitate succession planning. It was felt important that the membership secretary is a member of the Management Committee. Doreen's term of office ends in 18 months.

No change in membership statistics from last meeting.

Committee might need to look at constitution in future with regard to how long a person can hold an office (our constitution differs from the national as we don't allow continuation and instead limit the time someone can hold a position).

ACTION: Need to advertise for membership secretary in magazine – probably edition after next. Sue Watkinson agreed to follow this up.

8 Communications Committee

Discussion took place about updating the web pages. A suggestion was made that committee members look at web pages and make any suggestions for changes.

Thanks to John and Pamela for agreeing to join the committee.

Christmas edition of the mini magazine will be published in mid-December. This will be circulated via email. In addition, 150 copies will be printed for members without access to email.

The website is not having a large number of hits at present.

Posters are being designed for re-opening. This led to discussion on a date for re-opening. Chair provided an update on information from Third Age Trust (TAT) – at present, even in Tier 1 areas, it is only possible to hold an indoor event with a maximum of 6 people. Vaccination programme is probably the key to re-opening. Current position is that Trustees and Management Committee are listening carefully to guidance from TAT and government and will reopen when safe to do so.

ACTION: A statement to be issued to members after Christmas providing an update re re-opening

9 Speaker Meetings 2021

Summary has been circulated. Discussion took place regarding costs of speaker meetings – cost is £740 over the year. Agreed that HQ to be used for speaker meetings and that they should take place after Horizons. Speakers been booked from February onwards. Obviously can't do this face to face at present. Pamela to approach each speaker as time goes on and see if they wish to deliver via Zoom. If speakers don't want to do this then the session would have to be cancelled.

Costs – these should decrease as there are no travel costs at present

Chair thanked Pamela for her work.

ACTION: Pamela to approach the February speaker regarding a Zoom presentation.

10. Third Age Trust EGM

TAT is a company limited by guarantee. Need to change Articles of Association so can hold online and hybrid meetings. Agreed that this proposal be supported, though where possible it was felt that a face to face AGM is often a better way of doing business.

ACTION: Sue Watkinson to attend the TAT EGM.

11. A.O.B.

E-news

ACTION: Sue Watkinson to let Bob Carlton know that he can circulate it to members.

Newsletter

ACTION: Sue Watkinson to let Bob Carlton know that this can be published around December 15th.

12. Date of next Meeting

Monday January 25 2021 at 3pm