

AUGHTON & ORMSKIRK u3a  
MEETING OF TRUSTEES  
05.10.20 at H.Q. at 10.00 a.m.

Present - Sue Watkinson. Alan Starkie. Derrick Fewings. Lorna McDade. Geoff Roberts.  
Megan Tomlinson.

1. Chairman's Welcome

2. Election of Chair of Trustees

AS opened the meeting by proposing SW as Chair of Trustees, seconded by DF and this was agreed and accepted by SW.

The section of the Constitution concerning the responsibilities of the Trustees were considered.

The limit of the Trustee's responsibilities is set out clearly –

They must review and approve the Annual Accounts.

They consider reports from MC including strategic planning of u3a development, progress, direction and succession to all key posts.

They consider matters referred from MC and members.

While they are legally responsible for the activities of Aughton & Ormskirk u3a their primary role is to carry out the requirements of charity law. They delegate the day to day management to MC.

Trustees may attend meetings of MC and may speak but not vote.

SW expressed thanks to Pauline Jones and Mia Faza for their time as Trustees and noted that the Trustee body still lacks a further elected Trustee, as there are three elected Trustees, leaving one vacancy, and three elected officers from MC. All hold equal Trustee status. There is no principle of co-option. The Constitution clearly states that should one of the elected members resign or otherwise cease to hold office then a Special Meeting must be held to return the number of Trustees to it's required minimum.

3. Minutes of previous meeting -

There were no Minutes of previous meeting as combined Trustee/MC meetings were held due to Covid 19. We have acted as one Committee over this period and discussions have taken place regarding working as one body. The model TAT Constitution had already been considered by a small working group and had been found suitable for our requirements. All other u3a's work on TAT's model Constitution with one Committee but here Trustees are in place to scrutinise decisions and policies. The Constitution can be altered only by the membership at a General Meeting (AGM or SGM) when the changes have been clearly notified in advance. There must be a 2/3<sup>rd</sup> majority of those present and voting for any amendment to take effect.

4. Matters arising –

There were no matters arising.

5. Correspondence.

Letters of thanks have been sent to Pauline Jones and Mia Faza.

At this point Zoom activities were discussed as potentially being u3a branded so acknowledging the fact that the u3a is effectively open for business via Zoom. The present licence is filling up quickly with other bookings in the pipeline. DF seemed happy to fund this facility until 31.03.21 as a gesture to members.

6. Treasurers Report –

The accounts were agreed and DF informed the Trustees that £11700 was paid out every year in TAT Capitation, the Beacon system and Accountants before any other expenses were incurred. TAT had planned to increase capitation charges but had deferred this. TAT had also re-branded the u3a image to attract younger members.

Prior to halting activities in March 2020 we had taken monies to cover Theatre visits, trips and courses and this had to be re-paid, some of which was repaid to us by Theatres.

Scout & Guide H.Q. opened for business in July and it has been agreed to pay a retainer of £100 per week from 1<sup>st</sup> September to ensure full use of these premises when activities are resumed. Meanwhile this covers 10 hours per week for u3a use. Any extra usage to be paid at an hourly rate. This was agreed by MC as the u3a have equipment etc., stored at H.Q. and also would wish it's exclusive use when activities resume.

7. Strategy for resuming activities –

The meeting discussed the document 'Strategy for Restarting Activity' submitted by DF. In summary, the options were : (a) wait until Covid 19 is just another manageable 'flu type virus. (b) restart is management-led, (c) restart is led by group leaders, with management facilitating the process and constructively challenging if deemed appropriate. The meeting agreed that strategy (c) should be adopted.

As the discussion highlighted elements of the strategy were not adequately described in the submitted document, DF agreed to provide a description which would form a better basis for the discussion at MC. (\*)

8. A.O.B.

There was no other business.

9. Date of next meeting to be advised.

Signed..... Date.....

(\*) NOTE – DF later produced said document