

Minutes of Management Committee meeting
Tuesday November 16 2021 at Scout HQ

Present – Sue Watkinson (Trustee), Lorna McDade (Trustee),
John Tomlinson, Derrick Fewings, Les Rippon, Paul Andrews, Doreen Baker, Megan Tomlinson,
Pamela Ball, Mike Rimmer, Alan Starkie (MC)

Ian Grant was also invited to attend the meeting

AGENDA

1. Welcome

The Chair welcomed everyone to the meeting. Ian Grant was welcomed to the meeting to give advice over item 5.

2. Apologies

Colin Russ

3. Minutes of meeting held on 19.10.21

Accepted as a true record

4. Matters Arising

50p collection at Horizons has reverted to the coffee station.

5. Joint meeting of Trustees & Management Committee to discuss amendments to Aughton & Ormskirk u3a Constitution. (Reference Working Group set up at last MC Meeting).

Chair explained that whilst one Trustee had resigned there were still 5 in place. So, in line with the Constitution, we are able still to function legally.

Ian Grant provided a summary of the work of the Working Group. Reference was made to the Working Group papers and recommendations. The importance of looking to the future was emphasised.

The first decision to be made has to be the extent to which there is a desire to change with the exception that there must be a clause in the existing constitution relating to online meetings anyway.

Sue Watkinson on behalf of the Trustees thanked the working group for their work and echoed the concerns over the need to include an online clause. Sue felt that MC members would feel more responsible as Trustees which would be a good idea.

The additional issue of appointing new Trustees under the existing arrangements is likely to be an issue.

Responsibilities as a Trustee were discussed – legal and financial. Financial indemnity cover is in place to cover accidental mismanagement issues. Accounts are subject to inspection by an external Financial Auditing group. The Third Age Trust do provide legal indemnity insurance which we subscribe to.

Action: Derrick Fewings will forward information about the responsibilities of a Trustee

Proposal: That we move to a new Constitution as per the TAT model (in particular that there will no longer be separate MC and Trustee groups)

Proposed: Alan Starkie

Seconded: Mike Rimmer

Vote: 8 in favour, 1 abstention, Trustees present (2) approved the proposal

Proposal accepted

Timescale was discussed regarding the recommending of a new constitution to the next AGM.

Reference was made to the “U3A Constitution document” already circulated which outlined the proposals discussed by the Working Party and their recommendations. Discussion took place around the quorum needed at an AGM and in particular a percentage or an actual number. A suggestion could be that the number is 100 or 10% whichever is the lower. This would allow for alterations in future membership numbers.

Agreed that membership Secretary role should be included as an Officer of the organisation.

Succession planning of Officer roles was discussed.

Derrick Fewings raised some issues of detail– eg disciplinary procedure (which we have), the fact that the model constitution states that a general meeting may be called by shorter notice if all members entitled to vote attend, reference to Tutors and terms of engagement, should there be a statement that the organisation have to provide Trustee Indemnity Insurance cover (through TAT if that is thought to meet our needs and be fit for purpose or one provided by another company). DF to look at this with TAT in terms of checking with them in writing if their cover provides personal indemnity cover for a Trustee. TAT currently provide Charity Indemnity Insurance through Aviva – policy number 24988861CCI. Cover provided includes, indemnity for the legal liability of a trustee or charity for loss which results from a wrongful act when carrying

out duties of a trustee, investigation costs, indemnity for the legal liability of a trustee or the charity for the physical destruction of or damage to documents, indemnity for any reasonable cost incurred as a result of restoring or replacing the documents.

Next steps – members asked to read documents again with any further questions, a further meeting in December to clarify these. New constitution would then to be sent to TAT for approval as soon as possible in the New Year. This new constitution would then be taken to the next AGM in 2022.

6. Correspondence

Letter sent to Christ Church Primary School with a donation thanking them for use of the car park on the Open Day.

7. Treasurer's Report

Bank balance is £70k. Variable approach to session fees has been accepted which is very encouraging.

Likely to be a surplus on membership fees this year due to reduction in communication costs.

8. Membership Report

1696 (332 outstanding who have not renewed – grace period ends November 30). Gives a membership of 1364. Over 100 new members since September.

Agreed that recruitment drive should continue. £2k is available from funds.

9. Sub-Committee Reports –

Communications – nothing to report. No plans for a magazine before Christmas. Next issue early Spring followed by one in Summer in A5 format.

F & R – Opera group asked for roller blinds in main room. Cost could be over £600. Scouts have been approached for approval. **Aughton Blinds to be approached for a price (John Tomlinson).**

Group Support – update given. Wellbeing group meeting at St Michaels. January start for another Italian group. Discussion took place with Ministry Centre – happy for us to use it as an overflow as we are now hiring small committee room there each Thursday. There will be a thank you session for group leaders in the New Year – a leaflet will be given to group leaders about accessing Beacon.

Social Committee – Christmas Lunch 92 sold tickets out of 118. Need 116 to cover expenses. Plans in hand to increase take up the slack in numbers. Diaries are coming today.

10. A.O.B.

We are now regarded as a merchant as we take card payments.

Gift Aid update given.

Guitar group – playing at Horizons on December 16.

Last date for Horizons is December 23 2021 and restart January 6 2022. **Megan Tomlinson to notify e-news**

11. Date of next meeting.

Tuesday December 14 at 9.30am – location to be confirmed.