

**Cardiff U3A Executive Committee Meeting
Minutes of the Meeting held on Monday, 2nd September 2020
Paper S/10/20/01**

This meeting was held by e-mail in view of the Covid-19 pandemic.

Committee Members:

Owen Parry (OP)	Chair
Nonn Vaughan (NV)	Groups Co-ordinator
Kirsten Freeman (KF)	Membership Secretary
Lesley Hales (LH)	Secretary
Tony Baines (TB)	Vice Chair
Alison Firth (AF)	Treasurer
Mario Greening (MG)	Talks Organiser

1. Minutes of the following meetings

2nd March 2020

6th April 2020

4th May 2020 - Paper S/06/20/01

1st June 2020 - Paper S/07/01

27th July 2020 - Paper S/09/20/01

were agreed as a correct record and will be signed at a later date.

2. Chair Report - Paper C/09/20/02

The recommendations were noted. However, in view of the fact that the First Minister is to make a further statement on 11th September 2020, it was not possible to make any firm decision. The Chair will contact committee and members after that date to advise actions to be taken. In the meantime, NV and TB will draw up a Risk Assessment so it can be ensured that venues comply with U3A insurance requirements. **Action: NV & TB**

NOTE: The Chair contacted committee members on 12th September 2020, to advise that the status quo remained, i.e. no meetings or events to take place until a further review is undertaken at the next Committee meeting.

3. Treasurer's Report - Paper T/09/20/03

The report was noted.

4. Talks Organiser Report - Paper TO/09/20/04

The report was noted.

6. South Wales Network - Paper V/09/20/05

The report was noted.

7. Interim Accessibility Policy - Paper S/09/20/06

Subject to minor amendments, **it was agreed** to adopt the Accessibility Policy. This will be an interim measure to ensure that any new venues conform to Cardiff U3A accessibility requirements. All committee members are asked to acquaint themselves with its contents. The Secretary will print off a copy to be kept with approved Policies and Procedures.

TB offered to draw up a final policy in due course.

8. Next Meeting

2 p.m. on Monday 5th October 2020. This meeting will be via Zoom. Papers to the Secretary by Monday 28th September 2020, if possible.

Lesley Hales 12/09/20