

**MINUTES OF EXE VALLEY U3A COMMITTEE MEETING HELD AT THE OLD
HEATHCOAT SCHOOL COMMUNITY CENTRE ON WEDNESDAY 7 JUNE 2023
AT 9.30.AM**

Present: M Turner (Chair), C Redhead (Secretary), P Sadler (Treasurer), J Jeffrey, J Kelly,
K Huntley-Sadler, J Riddiford, D Lal, C Boote, E Oakley

Apologies : A Bush

The minutes of the May committee meeting were read, agreed as a true record and signed by the Chair. There were no amendments.

Mike welcomed everyone to the meeting. He mentioned that the survey Anne was to have brought to the committee for agreement would need to be postponed – it was decided to ask Anne to circulate the final draft for committee agreement so that it could be sent out to members as soon as possible.

Matters Arising

There were no matters arising but at this point Karyl referred to an e mail she has received regarding the possibility of foraging in the Tiverton area. It was agreed that **Karyl** send this to the rambling group as they would be the most likely group to be interested in this.

Chair's Report

1. Mike has had contact with the new chair of Tiverton U3A, Robin Mayes who is keen to have collaboration with Exe Valley. They are going to arrange to meet up. One of the reasons for him contacting Mike was regarding a problem which seems to have arisen with the Tiverton Interest Group, the Bus Group. The leader of the group is concerned that it is being attended by members of Exe Valley and Cullompton and that these members should be associate members of the Tiverton U3A. There followed a long discussion during which it was established that a member of Exe Valley can join two Tiverton interest groups without becoming an associate member. This is a reciprocal agreement between the two U3As but does not apply to Cullompton. **Jill** has written proof which she will send to the committee. **Mike** will then make Robin aware of this and will insert into our newsletter so that the members are also aware. **Karyl** will also then inform the Group Leaders of this situation.
2. Mike circulated a copy of South Molton Community Magazine. Mike would like to insert something similar to this article for the Witheridge magazine.- the Village Voice The committee looked at this and agreed that this would be a good idea. Eric asked if we could consider inserting some ads into our newsletter to raise money and this would be considered.

Secretary's Report

1. As Helen Booth was unwell last month, Jo spoke instead about the Gardening Group and Chris thanked her for this. Karyl will speak at the beginning of the June meeting about her role as Group Co-ordinator and will base it on the Summer Solstice. Chris will ask Tony and Tricia Clarke if they would like to speak in July about the Art group.

2. Jo and Deborah have sent details of the person who chaired the last North Devon Link meeting, which was David Baker who is the chair of Tor U3A. The next meeting is on Friday 9 June at Filleigh and Chris and Mike will attend. Keith Luckhurst (chair of Barnstaple) will be chairing this meeting and Chris has his details. The Regional Trustee is at present Susan Parker and her term of office is coming to an end. Chris is hoping to find out if she is standing again because we have the option to vote. **Chris** has the agenda and has requested minutes of the last meeting and she will send these to Mike.
3. An e mail has been received from National Office dated 12 May stating that all safeguarding details have been updated again but we have already put ours on the Website. **Chris** will check to make sure that ours are still ok and will do the same with the Risk Management.
4. An e mail has also been received dated 23 May with option for registering to vote.
5. Also an e mail with a deadline for people to stand by the 19 June.

Treasurer's Report

1. Apology for late distributing of the accounts.
2. May was an expensive month largely due to the Beacon payment of £212.
3. The balance to date is £2916.75 including floats.
4. Paul is in the middle of negotiations to change our bank account but this has been delayed as the Bank made an error in that - because we are charity the procedures are slightly different. Paul needs various information from the three main officers before he can proceed. When he has this he will continue with the opening procedures. He will also speak with the Bank regarding secure ways of operating BACS
5. Eric has given the gift voucher to Tricia and Tony as their thank you for auditing our accounts.
6. Eric and Paul are still in the process of claiming the Gift Aid
7. Jo mentioned Beacon and it was agreed that Eric no longer needs Treasurer access to Beacon.
8. Eric thanked Paul for taking over so efficiently.

Membership Secretary's Report

We have two new members bringing the total membership to 215.

Beacon Report

1. Jo asked if anyone had booked on to any of the courses on she had sent information. Jill has one coming up on Beacon. **Jo** will e mail any further ones which arise.
2. Since the last committee meeting, she has been through Beacon with Carol so that she is able to be the Deputy Beacon representative. At the moment she has view only access. **Jo** will change Eric to have committee access rather than Treasurer access.
3. **Jo** pointed out that some of the things on the Website are still incorrect and she will liaise with Wendy on this.
4. Eric will be Deputy Treasurer but will not need Treasurer access for this.

Programme Organiser's Report

1. Joan had heard that the speaker for May was good. She apologised for her absence from the last two monthly meetings.
2. The loss on the monthly meetings was discussed and it was again agreed that **Anne** would be asked to circulate her survey for committee approval so that it can be sent to members asap.
3. Various ways to increase revenue were discussed. It was agreed that a further fund raising event is necessary. It was also agreed to have a raffle at each month meeting beginning in June. **Joan** will buy two prizes, **Paul** will bring the raffle tickets and **Eric** will sell them at £1 a strip.
4. Mike outline a Calendar Draw which will be discussed at the next meeting.
5. Others ideas were discussed which will be explored further. (Sale of other goods at meetings being one of them, Treasure Hunt, walking Treasure Hunt and Quiz were others ideas mentioned as well as increasing membership fees next year).
6. Chris will ask Gina and Chris Brown if they will be greeters at the monthly meetings.
7. Karyl will inform the Group Leaders of the raffle at the monthly meetings so that they can inform their members.

IT Report

1. Mike has seen Tim and let him know that any purchases over £50 must first have the approval of the committee.
2. A new clicker has been purchased and it was agreed that Tim can keep the old one and try to repair it.
3. Jo asked if there was any way the screen can be raised. **Carol** was doubtful but will look into it. It was mentioned that maybe we could ask for the chairs to be staggered.
4. We will wait to purchase the Anti Virus package until the bank account has been sorted.
5. The external drive for back up was discussed and it was agreed that Carol purchase this up to a limit of £100.

Social Organiser's Report

Nothing to report

Group Co-Ordinator's Report

1. Karyl has had seven responses to her introduction letter which she sent out to the Group Leaders and to date she has visited two, the Boules and the Art Appreciation. She is scheduled to go to the Local History tomorrow.
2. She will send another letter to the Group Leaders informing them of the raffle and also to ask them to introduce themselves to her at the monthly meeting.
3. She has the diary of when all the Groups meet and will gradually continue visiting.
4. Chris suggested that she also inform them of the Risk Assessment and the necessity that they do this for their groups. **Karyl** will do this. The wording will vary according to the sort of activity each group involves. Ideas for the formation of this assessment are on the National Website.

Website

1. There are 1982 hits and the newsletter is 127 making a total of 2109.

2. GDPR. This originally went on the Website in 2018 when it first became a requirement.
3. After discussion it was agreed that the Privacy Policy needs minor amendments and that the newsletter needs to say it has been updated on the Website.
4. The Privacy Policy can remain as it is.
5. It was agreed that we prefer the Exe Valley version to the National Office version.

Welfare

1. The Usual cards have been sent.
2. We sadly learnt from Deborah that Rod Hilton has died. Rod was a founder member of our u3a and was the first Treasurer. **Mike** will speak to Vicki Stuckey to learn more about Rod and will insert an item as an obituary in the June newsletter.

Newsletter

1. Information regarding Associate Members and joining interest groups.
2. Update of Website re updating GDPR and Safeguarding policies.
3. Rod Hilton's death.
4. Fund raising ideas and raffle at monthly meetings.

AOB

Car parking – Gail informs Joan that they do all they can to enforce and restrict the car park use but as it is public land what they can do is limited.

There being no other business the meeting was closed and the next meeting was arranged for Wednesday 5 July at 9.30 am