



Exmouth & District u3a
Minutes of Committee Meeting
Held on 11 December 2023

Present: M Turff (Chair), Lyn Holmes, John Smith, Nigel Day, Olwen Smith, Olivia Pyne (Secretary), Liz Geach (Minute Secretary)

Apologies: None

1. Welcome & Declarations of Conflict of Interests.

The Chair opened the meeting and welcomed all. The announcement of the sudden death of Committee member Alice Robson was met with great sadness.

2. Minutes of last meeting

2.1 The minutes of the last meeting dated 6 November 2023 were confirmed as a correct record

2.2 Matters Arising/Action list:-

Search for new position holders is ongoing **LH**

Newsletter/monthly meeting reminder. Members to be reminded of meetings in Ocean in Jan/Feb. New members to be reminded of link up table at monthly meetings. Extra newsletters to be printed for meetings from January. **JS/OP**

Alison Hazell has agreed to attend the website steering meeting **ND/LH**

Inventory equipment has now been transferred to Palmer House. Half a cupboard in conservatory is allocated to u3a.

The cupboard in Albion House has been checked.

Technical working party meeting has been arranged.

An outline action plan for November regarding group requirements and materials needed to test and develop new website has been discussed. **ND/JS/MT/J Hunt.**

Jane Stephen is to be contacted when she returns from holiday regarding the fact that a committee member needs to have contact details of all the speakers at the monthly meeting. **LH**

3. Website update

This is ongoing and will operate as it is. There is no plan from HO when this will be completed.

No advantage to having it as a group alone. To take another look at the site for tweaking. Look at feedback and polish up. Add in members only and not member of public on the site. Everyone to have a look at the website. A more modern version of what we have at the moment. Volunteers may be needed to add additional events and information. There are

currently 10 email boxes costing approximately £100 pa. We could get them cheaper. We need to know named accounts that we don't use so they can be deleted.

4. **Finance**

Electronic access still needed for OS. **OS**

5. **First Aid Courses**

First Aid training courses are being explored. It was felt that the courses on offer were rather expensive at approximately £40 per person. It will be put in the newsletter to the members to see how much interest there is. **OP**

6. **Insurance**

Members are covered by third party insurance. All venues are PAT tested.

7. **Reports from Committee Members.**

There are currently 1037 members. Deceased members need to be removed.

New members report: a volunteer needed for new members group **ND/OS**

The Christmas lunch was a great success.

Birdwatching trip is arranged on 23 February at 12.45pm with Stuart Lines. **LH**

Lunch is to be arranged for five ex-Committee members **OS**

8. **Policy Update**

The policies update is still in progress. **OS/OP**

9. **Any Other Business**

The Charities Buying Group is to be unsubscribed. **OP**

0. **Date of next Trustee Meeting - 8th January 2024**

The meeting closed at 15.28.

