



**Exmouth & District u3a
Minutes of Committee Meeting
Held on 9 October 2023**

Present: Mike Turff,(Chair), Lyn Holmes, Olivia Pyne, Nigel Day, Alice Robson, Liz Geach (Minute Secretary)

Apologies: Olwen Smith, John Smith

1. MT opened the meeting and welcomed all. There were no Declarations of Conflict of Interests.

2. Minutes of last meeting

2.1 Minutes of the last meeting on 12 September 2023 were agreed and signed.

2.2 Matters Arising/Action List

The search for new position holders is ongoing. **ACTION: LH**

3. House IT/Storage

3.1 House It was advised on 4th October that we will not be renewing the rental on 6th November 2023.

3.2 Albion House cupboard – ongoing. Inventory equipment needs investigating **ACTION: OS**

4. Website

Technical working party to be formed for new website. A small place was found to test the website at £2.80 per month. ND authorised this. LH suggested a U3a credit card for which a password would need to be set up. Another meeting has been arranged. **ACTION: ND/LH.**

A steering group met on 3 October 2023 to get the website up and running. This is to be done three months before website expires next year. Outline project plan meeting in November. John Parker has offered to help. **ACTION: ND/JS/MT/John Hunt**

5. Finance

5.1 Financial Policies to be examined. This is ongoing **ACTION: MT/OS/Richard Morgan**
In her absence, Olwen submitted a financial statement as at 30 September 2023. Balance was as expected, on budget at £10,605.19.

5.2 Still awaiting changes to our mandates sent to both Lloyds and HSBC. Lloyds have extended the time we have to complete the mandate. Obtaining the necessary signature from the previous treasurer is still ongoing. MT continues to try to contact SR. **ACTION: MT to continue chasing SR**

5.3 HSBC: Mandate has been completed but is it approved?

6. Social Events

1. Dartmouth Food Festival. Seventy five tickets have been sold. Not much uptake on second coach which may be cancelled. Car places have been offered.

2. Almost all tickets sold out for fireworks display.

3. No needs suggested

4. Imperial Hotel. Disabled access is available in the front access to the Imperial.

The lift around the rear is broken and will not be repaired in the near future. Access is difficult as it is down a steep slope with a lift up to the ground floor.

6.5 Ocean needs visit to check facilities including acoustics ahead of January/February meetings. **ACTION: ND**

7. Newsletter

MT to write article in newsletter about member insurance cover. No information on website. Insurance to renew in November. First aiders to be contacted to give demonstration/talk

ACTION: MT/AR

8. New members:

Bob has taken over to help. Committee members are needed for meetings on 27 October, 10 at the Ocean, 7 November at 2.30 at Cranford and 24 November at Ocean

9. Any Other Business:

MT will on the stage on 12 October 2023. The Speaker Coordinator will introduce the speaker.

Zoom request for helpers to be delivered.

MT has kindly loaned his laptop when needed.

The person who volunteered to organise the Brixington Hub has given up. There have now been four enquiries which sounds positive.

10. **Policy Update.**

The lost financial policy will be put together when OS returns.

ACTION: MT/OS/OP

11. **Date of next meeting:** 6 November 2023.

12. The meeting closed at 3.02pm.