

**Present:** Christine Chittock (Chair), Ian McLauchlin, Maurice Chittock, Olwen Smith, Lyn Holmes, Richard Morgan.

**1, Apologies for absence**

John Hunt, Stephen Rixon.

**2. Any New Business**

MC wished to talk about the Database in Committee Reports. LH had an update to the Yoga Group matters.

**3. Minutes of 5apr22 Committee Meeting**

There were no questions and all agreed the Minutes.

**4. Actions from 5apr22 Meeting**

1. Show LH draft email to Monty – CC done.

2. PAT testing – IM had chased up the previous tester who had been asked to test again. Eventually, he had found the email but said that he was too busy to do it. IM had asked for recommendations of people who could do the testing but was awaiting a reply. He would look for alternative testers. **Action IM.** IM asked if RM could say what the previous PAT testing had cost. See later.

3. RM to draft Role of Auditor – RM said that the role depended on a number of factors e.g. previous experience. He didn't want to be precise about the role description as a volunteer with knowledge and experience should already know.

4. Contact David Gingell re-Auditor post – RM had approached David Gingell who had shown an initial interest but who had decided that he wasn't able to do it. RM thought we needed to ask for a volunteer at the AGM for example.

5. Arrange technical discussion on hybrid AGM arrangements – JH said that the meeting with himself, IM, MC and CC had taken place. CC wished to minute thanks to all contributors and also to MC for rebuilding the u3a laptop software. IM had written the Zoom Polling questions. CC had liaised with OS and the Meeters and Greeters and all were available for the AGM. The required Quorum numbers were discussed. IM had mentioned that his Annual return to TAT had said 903 members – agreed by RM and OS at the time. A number of memberships had lapsed since last year so the actual number would probably be less than this, though the number was currently uncertain. All were happy with AGM arrangements and Agenda.

**5. Reports from Committee members**

Members OS – OS would prefer the Membership renewal date to be 1 March not 1 April in future. RM felt that it would be easier to put it later rather than earlier e.g. 1 June. It was pointed out that there would be problems at the AGM then and the quorum would be comprised of previous members, some of whom may already have lapsed their membership. CC thanked OS for her work on behalf of all the Committee, and especially at this busy time of year.

There were no further questions.

Treasurer – RM, in reply to IM's question on PAT testing cost, the last occasion in nov18, cost £30. He had discussed the handover of Treasurer post to SR and arranged changeover for 11 may. Unfortunately SR was then away for a month, followed by RM who would be away for 3 weeks. Signatories for account transactions was discussed and IM would remain, along with Chair and SR. OS had done a reconciliation of balance which she found satisfactory. OS then left the meeting. CC asked about payment for the AGM Speaker. RM said yes, he would arrange that payment and would contact IM to authorise. RM would let LH have account logon details. CC, on behalf of the Committee, wished to thank RM for his many years as Treasurer, pointing out that he agreed to the post soon after he'd joined our u3a.

Groups – MC remarked that his experience of New Member's Meetings was that most of the Committee who are able to have helped. CC thanked LH for all her work, especially her contributions when she was in Australia recently.

Database – MC had rebuilt the software of our laptop recently and it was now working well, considering its age. He thought that we need to appeal at the AGM for a Database Manager to take over from him after the AGM. He also mentioned Heart email who provide our u3a email addresses. A recent bill for £80-90 had gone through and been paid. CC said that we need someone to cover our Database work until we find a permanent post holder. We need to have this on the Agenda of the June Meeting **IM to note**. RM asked whether SR has Beacon access. MC said yes, as Assistant Treasurer. This will need updating after the AGM.

Secretary, Facebook and Technical – there were no questions.

Newsletter, YouTube and Technical – again, no questions. CC thanked JH for all his work this year.

Social – CC noted that there were lots of meetings planned and thanked AR for her work and that of the Social Committee. LH was hoping that Jenny would re-join the committee. All events were arranged till the end of October. CC will write to Sheila Clarkson asking her to mention Social Committee vacancies at the M&G meetings. **Action CC**.

Chair and Speakers – CC mentioned a problem with signage for our Exmouth in Bloom displays. She will take photos when complete. She also mentioned Budleigh Community Workshop and how impressive it was. It would be a good venue for any Group activities and LH to note. CC will liaise with Ann Newby about Speakers. All are booked for 2022 and most of 2023. LH thanked CC for all her work, over 4 years.

## **6. AGM arrangements**

This was partially covered earlier – see Action 5 above. RM and CC will both be at the AGM. IM asked MC to point out that the Zoom Poll options allow two members on one connection to vote but if there's only one member, only use the single member voting option. CC had been in contact with Lynne, Pavilion, and all technical requirements have been covered.

## **7. 10<sup>th</sup> Anniversary arrangements and Budget**

A small group, including JH and Ian Bateman, are helping with technical matters while MC will take photographs. CC noted that the Cake and Bake group are planning x84 slices and have agreed to pay for 2 cakes from M&S. Raffle – 1000 tickets to be purchased with only the Quilt as a prize. IM has the ticket purchase in hand and will apply to EDDC for an appropriate licence **Action IM**. It was agreed that the proceeds will be for the Members Accessibility Fund. This will need to be ring-fenced just as the Co-op money was. The raffle will be drawn on 8th June 2023. This will allow time for the Quilt to be displayed in a number of locations and will also allow more money

to be raised. LH noted that non-email and postal members will need to know details. CC will arrange for details to be available at the AGM and will send to LH. IM will keep a list of attendees and participants and keep CC informed when numbers approach 150 **Action IM**. CC will check with Lynn (Pavilion) of numbers able to sit round a table. CC will prepare a Bulletin for all members, including non-email members, to be sent out with details of the event. She will indicate that places are limited and that those not already involved should book a place through IM. We won't charge but coffee and tea will be available at £2 per head.

CC asked if RM had made any headway with Budleigh in Bloom. RM will let her know **Action RM**. LH has chased up the Beacon Hotel for invoices. She had paid £100 deposit for Tiverton and RM was aware. RM said that there'd been a problem in the past with confusion of Beacon and Fowey Hotel invoices. LH had decided to ask for Invoices there and then when she pays The Beacon.

## 8. AOB

Yoga Group paid tutor problem – CC said that she'd emailed Monty. Also she'd raised the matter at a recent Devon Link Meeting. Other u3a representatives there said that they didn't have Groups where non-u3a members attended. Frances Berry, Devon Link Representative, thought that having non-u3a members attending would be in breach of u3a insurance requirements. Monty was keen to continue but felt that low numbers meant she would need subsidising. CC said that that was not allowed. LH felt that Monty would like to meet Committee Members in order to explain her position and CC and LH should perhaps meet her. IM thought that we needed to explain to Monty Face-to-face what the problem was, and that it was not personal but an u3a policy constraint, as there was a danger of misunderstanding otherwise.

CC said that we need to be careful that u3a didn't provide publicity for a non-u3a event. RM agreed that any advertising that we do should be exclusively for u3a events. All were happy for CC to meet with Monty face-to-face.

IM noted LH's request to thank John Smith for covering monthly meetings while she was away. CC wanted to record our appreciation to Ian Bateman, MC and Elaine Bateman for helping to record the band for 9<sup>th</sup> June as the session wouldn't have been possible in person.

CC also thanked RM and MC as it was their last Committee Meeting. RM wished our u3a good luck for the future.

**9. Date of next meeting** 13:00, 7jun22 by Zoom.

*Ian McLauchlin, Secretary*

*date 10may22*

Signed:



pp Christine Chittock, Chair

Date: 8jun22