

**Minutes of Tynedale u3a Committee Meeting
held on Thursday 21st January 2021 at 2pm Via Video Link**

Present: David Pattinson, Margaret Earl, Alistair Sinclair, Kevin Stephens, Wendy Dale, Jane Perona-Wright, Alicia Cresswell, Barry Mellars and Susan Turnbull.

No.	Activity	Action/ person
1	Apologies for absence: John Sandiford and Barbara Herring	
2	Minutes of meeting held on 17th December 2021 were passed as a true record.	
3	Matters Arising: There were no matters arising.	
4	<p>Chair's Report: Wendy wished Barrie a very happy birthday.</p> <p>Wendy had circulated information regarding Committee Roles and Responsibilities to the committee for approval. Some members hadn't had time to study the document so it will be revisited at the next meeting.</p> <p>Wendy queried why the Vice Chair couldn't be one of the Committee Officers. After discussion it was decided that if it said that in the Constitution then we should comply.</p>	
5	<p>Business Secretary's Report: The chart that Alicia had produced to next year's significant dates was discussed and it was decided that the Committee meeting for January 2022 should be 20th not 27th and a meeting date should be added for August. Alicia will make these changes.</p> <p>AGM Preparation It was agreed that last year's minutes, the Agenda for the next AGM and the Financial report would go out in the March Newsletter. Those members without email access will be sent voting forms and a S.A.E. with their printed copy of the newsletter so they can vote by post. The option for all members unable to attend the AGM to have a vote was discussed and it was agreed that we would have an email vote. David said he had set up a Tynedale u3a email address that we could use. Members attending the AGM via Zoom will be able to vote on-line. Barrie will set this up. David pointed out that we will need a parallel poll for those households where two members share the same computer.</p> <p>David asked if we were going to record the meeting and it was agreed that we would. Alicia will say, in the newsletter, that the meeting will be recorded and it will be announced at the meeting.</p>	<p>AC</p> <p>BM</p>

	<p>Closed captioning was discussed. If this was to be used we would need either a stenographer or dedicated software – the meeting was not confident so decided against.</p>	
6	<p>Treasurer's Report: Our final accounts for the year ending 31st December 2020 are now with Trevor Field for examination. I expect to get them back over the next couple of weeks. Once they have been signed off, I will share the full accounts statement for the year with the committee. It will not be materially different from the statement that I shared ahead of December's committee meeting.</p> <p>There has been only one cost incurred to date in January and that was the fee for the speaker at this month's Monthly Meeting.</p> <p>One new member has joined this month.</p> <p>The current balance in the Tynedale u3a Barclays Account is £9250.34</p> <p>David didn't send out the usual statement of accounts because they are compared to the previous year and they haven't yet been approved.</p> <p>David recommended we should retain the £14 membership fee for next year. It was agreed this would be mentioned in the March newsletter.</p>	DP
7	<p>Programme Secretary's Report: A speaker has been booked for April (Roger Brown) and two members have volunteered for later dates. The monthly meetings and DID have been well attended and feedback has been good. There have been some technical difficulties but Barrie is working through them.</p>	
8	<p>Membership Secretary's Report: Barbara wasn't able to attend but David told us that there is one new member. David pointed out that some members pay by standing order and they will have to be informed about the new renewal date.</p> <p>David said there are two Regional Network meetings coming up soon. One is for Membership Secretaries on 11th February which John Dark might find useful. Wendy will speak to Barbara about the above.</p>	WD
9	<p>Beacon Report: John wasn't able to attend but David told us that the Beacon fee of £1 per member will be retained next year.</p> <p>David will take over the Beacon responsibilities for the forthcoming year.</p>	DP
10	<p>Publicity Officer and Website Manager's Report: There was no advert in the Courant in December because the Courant changed the deadline date for entries but didn't inform Kevin.</p> <p>Kevin is to experiment with putting a video on the website with the photography group.</p>	
11	<p>Newsletter Editor's Report: The newsletter will continue with 'themes' and next month it will be loneliness and how members have overcome it.</p>	

	<p>The issue date for the March newsletter will be brought forward to allow for members without email, time to complete the voting prior to the AGM.</p> <p>David was asked by Region if our newsletter could be shared with them. Alicia will include them in her distribution list.</p>	AC
12	<p>Group Liaison Secretary 1: Margaret said it had been very quiet but another person said they were interested in learning Norwegian.</p>	
13	<p>Group Liaison Secretary 2: Jane told us of the Gentle Exercise group which had an instructor funded by Age UK. She had been asked if this group could start again online. Jane had concerns that about the insurance implications. After discussion it was decided Jane would pursue this further with TAT.</p> <p>David told us about ‘Group Swap’ where groups could advertise, so that members from other North East u3as could join them. Speakers could also be swapped. This has gone on in the past but it is now being formalised through Region. David had volunteered to coordinate.</p>	JP
14	<p>Event Secretary's Report: After the last DID when members were dancing along to the music, Wendy received a suggestion that there could be a Zoom dance. Margaret said she would look into it.</p> <p>Wendy said that DID would come to an end in March because no-one else had volunteered to be interviewed. Barrie stated that Mike should be given a big thank you for all the work he put into it.</p>	ME
15	<p>Regional and Third Age Trust: Recruitment. David attends the Zoom meetings and reflected that at the present time it was more important to retain members rather than try to recruit new members. We have received leaflets and a banner relating to recruitment which could be used later and David had applied for a £75 contribution from TAT to help with our recruitment expenses. The introduction of a Facebook page has been deferred. Kevin has spent a lot of time updating the website and he has done a good job; the website is looking much more attractive. Progress has been made but until Covid 19 is less of a problem we can't take it any further. David suggested a three phase relaunch when the time is appropriate.</p> <p>Wendy had the banner and is concerned that it shows a white middle class woman but as David pointed out it is a true representation of Tynedale u3as membership.</p> <p>David brought our attention to the Northumbria Region u3a website which has a quarterly newsletter and is quite interesting. He also said the TAT website is getting better and is full of useful information. There are suggestions for things to do on u3a day in June.</p> <p>Wendy attended a training day on Safeguarding with TAT which was deferred from the Autumn. A number of the participants had safeguarding backgrounds and there were some suggestions which are likely to be incorporated into a new model policy. Wendy mentioned the incorporation of the local authority views in our policy. She was then asked if she would circulate it around the group.</p>	

16	<p>A.O.B.: Alistair has old equipment belonging to Tynedale u3a and suggested he be given permission to dispose of it. David will circulate the inventory and it will be discussed at the February meeting.</p> <p>Wendy asked for any suggestions to go into her report for the AGM.</p>	DP
17	<p>Date and time for next meeting: Thursday 25th February 2021 at 2pm. Via video link.</p>	

Meeting ended at 15:55

Signed: *W Dale*

Dated: 12.03.21