

**Minutes of Tynedale u3a Committee Meeting
held on Thursday 28th October 2021 at 2pm at The County Hotel, Hexham**

Present: Wendy Dale, Alicia Cresswell, Barrie Mellars, John Dark, Colin Argent, David Pattinson and Susan Turnbull

No.	Activity	Action/ person
1	Welcome and Apologies: Apologies were received from Kevin Stephens.	
2	Minutes of meeting held on 16 th September 2021 were accepted as a true record.	
3	Matters Arising: There were no matters arising.	
4	<p>Chair's Report: Wendy sent out a report on the coffee morning in advance of the meeting. The coffee morning was a success and there was a lot of energy in the room. The cakes weren't popular so they wouldn't be provided next time and it would be good to take a TAM newsletter next time. It was good that all the committee members spoke. Wendy suggested that we have another coffee morning on the 17th November which would be a smaller group and the invitation list would be members who were not on email, new members who couldn't come to the last coffee morning and members not in any group. After that, the coffee mornings could drop to once every 2 months. Colin, Barrie, David, Susan and Wendy volunteered to help on the 17th.</p> <p>Wendy asked about the Limerick day and was told that no one attended.</p> <p>A member sent an email about how the u3a worked and stated that our u3a wasn't friendly and went on to suggest improvements that could be made which showed that there was a lot he didn't know about Tynedale u3a. It was suggested that he be invited to one of our committee meetings to discuss his proposals. Colin will reply to the email and Wendy will invite him to a meeting.</p>	CA WD
5	Business Secretary's Report: All information received has been distributed to the committee. Both Region and Head Office send out emails in which they ask to be circulated to our members. Susan didn't want to overwhelm members with information so suggested that she circulated the emails to the committee and any committee member who thought they should go to all members could say so. These emails are potentially useful to Alicia and Kevin who could use the information in the newsletter or on the website.	
6	Treasurer's Report: Over the past month, we have taken another £334 in subscriptions, taking our subscription income to £4590 for the year. Note that this is down by over	

	<p>£1600 (26%) compared to last year, which itself suffered from Covid 19. The difference between our current subscription income this year and 2019's total figure is £2153 (32%). I'm sure this is also reflected in our current membership numbers.</p> <p>There are several significant payments due before the end of the year which will reduce the surplus we are currently showing, but we should still make a surplus by the end of December reflecting our cost from reduced activity as a u3a (advertising, monthly meetings etc) in 2021.</p> <p>Problems reported last month with invoices from the Torch centre in Hexham now appear to have been resolved. Payments to settle the now agreed outstanding balance will be made over the next few weeks.</p> <p>As usual at this time of year, I will prepare draft budget for 2022 for your consideration at the November committee meeting.</p> <p>Barrie asked how the reduced income would effect our overall financial position. David explained that before Covid we had more money than we needed and had planned to reduce our holding. We have, since then, given members 6 months free membership but we still are in a strong financial position.</p> <p>There have been some problems with Beacon because John Sandiford (the Beacon Administrator) wanting to comply with GDPR deleted deceased and lapsed members. Unfortunately details of those registered for Gift Aid need to be retained for 7 years. David has managed to recover the deleted data and will retain this but it has caused some problems for John Dark (Membership Secretary) when lapsed members have renewed. John Sandiford is due to have several hospital stays and recovery periods over the next 6 months meaning reliance on him for Beacon admin may well be difficult. It would seem sensible to look towards finding someone to take over from John and to make a new committee post to cover Beacon as well as control GDPR and data admin.</p> <p>Colin questioned whether is was prudent for the u3a to carry on paying for the Hadrian's Wall website. David explained that last year the committee agreed to pay so we were committed for the next two years. It was agreed that it needed to be discussed at a future meeting, probably in January 2022.</p>	
7	<p>Programme Secretary's Report: Colin suggested that in future there should be a rolling presentation on the screen when members were coming into the monthly meeting which would give out relevant information. This was thought to be a very good idea. Colin will look into content.</p> <p>The last DID went well; Barrie and Mike are happy to continue with it.</p> <p>Barrie prepared a paper in advance of the meeting identifying issues relating to hybrid meetings and recommending the purchase of equipment. Tynedale u3a are committed to having hybrid meetings for the foreseeable future. Small groups worked very well but Barrie suggested purchasing equipment which would get over the audio problem when having large meetings in the Abbey. It was agreed that Barrie would go ahead and do this.</p> <p>AGM Wendy suggested a Flash Fiction competition instead of a speaker. It was agreed that members would vote online and in person as they did last year.</p>	CA BM
8	<p>Membership Secretary's Report: There have been 306 renewals and many used the</p>	

	<p>online form. Cards for new members will be available to pick up at the next monthly meeting and any not collected will be posted out. John will send reminder emails to anyone who hasn't renewed. Alicia will include the reminder in the next newsletter and include a membership form.</p> <p>We need to decide if we want to issue membership cards next year.</p> <p>It was decided to have two people checking people in and they would be Susan and Elizabeth with Alicia covering if one of them couldn't make it. It was also decided not to provide tea and coffee at the moment.</p>	JD AC
9	<p>Publicity Officer and Website Manager's Report: Kevin wasn't able to attend but had sent two versions of the advert for us to choose from – the committee chose number 3, the advert without the printing in the top left corner. It was agreed that Kevin would add more words to the talk description and Wendy will confirm the date of the coffee morning and let Kevin know.</p>	KS WD
10	<p>Newsletter Editor's Report: Alicia is having difficulty getting contributions from groups. For the December issue, she would like to have recommendations for books for an article on members' favourite reads, which would be useful for Christmas gift ideas and members' own holiday reading.</p> <p>There is still a problem with links to email in PDF files, which affect the newsletter. The problem does not occur if the PDF file of the newsletter is sent via email, directly or through Beacon. However, it does occur when members access the newsletter via a link, which is the current method of distribution. Alicia will speak to Kevin about possible solutions to this problem.</p>	AC
11	<p>Group Liaison Secretary's Report: It looks as though the new Landscape and Wildlife groups will start. Alicia has been working with Colin to get the Yoga group started but the main problem is that they would have to pay a teacher. David explained that this could be done but the teacher would have to provide evidence that she is self employed and has insurance. This evidence would be held by the Business Secretary. Alicia will contact interested parties.</p>	AC
12	<p>Regional and Third Age Trust: U3a day will be on 21st September next year so we need to start to think about what we would like to do, if anything. Hadrian's Wall might be something to work on. Wendy will liaise with Prudhoe u3a.</p>	
13	<p>A.O.B.: It was decided to send Christmas cards to Convenors. Wendy will organise this.</p>	WD
14	<p>Date and time for next meeting: The next meeting will be Thursday 25th November 2021 at 2pm at Hexham Golf Club.</p>	

Meeting ended at 15:55 approx.



Signed:

Dated: 27.11.2021