

**Minutes of Tynedale u3a Committee Meeting
held on Thursday 24th March 2022 on Zoom**

Present: Wendy Dale, Alicia Cresswell, Barrie Mellars, David Pattinson, Lesley Parsons and Susan Turnbull

No.	Activity	Action/ person
1	Welcome and Apologies: Apologies were received from John Dark, Colin Argent, Sally Hewitt and Sarah Bowen.	
2	Minutes of meeting held on 24 th February 2022 were accepted as a true record.	
3	<p>Matters Arising: The feedback from the AGM was good. The committee felt that it went very well and the refreshments seemed to be appreciated as a lot of members took advantage of staying behind and chatting after the meeting.</p> <p>The coffee morning dates hadn't been decided yet so Wendy asked Susan to find out from Kevin what the deadline was to get the cheaper rate.</p>	ST
4	Chair's Report: There has been a welcome and induction meeting for the new committee members.	
5	<p>Business Secretary's Report: All information received has been distributed.</p> <p>Susan asked about having a committee member on hand at check-in time at the monthly meeting, to assist any members who needed that little bit of help finding a seat etc. This was thought to be a good idea so any committee member not otherwise engaged would make themselves available.</p>	
6	<p>Treasurer's Report: The volume of transactions generally continues to be low as many activities still remain suppressed by Covid. Additionally, there are some invoices yet to be received for activities already undertaken and for the Convenors' lunch next week which are not reflected in the statement. However, we remain in a healthy state financially.</p> <p>The accounts for 2021 were accepted at the AGM at the beginning of March and, as a result, David has made the annual financial return to the Charity Commission. He has also submitted the claim for Gift Aid for 2021.</p> <p>The 31st March marks the date which the Third Age Trust now uses to calculate its fees for the previous year. Our total active membership at that date will be used to calculate</p>	

	<p>both the Capitation fee (now £4 per head) and the Beacon fee (£1 per head). These fees will become payable over the next month or so and mark our most significant outlay of the year.</p> <p>David has received no response to his appeal at the AGM for a new Treasurer from next March. David will liaise with Alicia about when and what to put in the newsletter.</p>	DP
7	<p>Programme Secretary's Report: At the last monthly meeting there were 51 members in the hall and at least 24 members attended via Zoom.</p> <p>Barrie has spoken to the next speaker and all is well there.</p> <p>There was discussion about when the best time is to have the refreshments and it was agreed to have them after the meetings. Alicia will put it in the newsletter. Wendy asked Lesley to put it on the website and Susan to include it in the Zoom invite email.</p> <p>Wendy asked Barrie if John Richards (the speaker originally planned for February) had been rescheduled for another meeting. Barrie said he was, later in the year.</p>	AC LP ST
8	<p>Membership Secretary's Report: The number of members continue to increase. We now have 425, up by a dozen from the 413 a month ago and 400 a month before that.</p> <p>The coffee morning went well with 20 people attending and three signed up on the day.</p> <p>The big advance is that with huge help from Lesley Parsons, the membership page on the website is much improved. We now have online google forms for both Renewals and New Member Applications. These are updated to show the new amounts for TAM and have been generally polished into a more useful format.</p> <p>In addition we now have both the Application and Renewal forms available as a Word document so people have the option of entirely online completion of information, downloading the Word form and emailing back, and the option of downloading, printing and posting.</p> <p>The advantages of the online forms is that they are both simple and quick, but importantly we get complete data, because the key questions must be filled out before it will let you submit. So for instance the Gift Aid information is solid.</p> <p>Many thanks to Lesley for helping with the page.</p>	
9	<p>Beacon Administrator and Website Manager's Report: Lesley is getting the hang of Beacon but the priority was to work with John to improve the website.</p>	
10	<p>Publicity Officer: Kevin has given Sally details of the publicity contacts and a bag of u3a leaflets.</p> <p>The regional publicity contact, Kevin Rushworth, has put Sally on his mailing list. Messages so far have been copies of the two to chairpersons and secretaries that Susan has forwarded to us. Sally looked at the Third Age Trust sites to familiarise herself with the branding guidelines.</p> <p>The advert produced by Kevin went into the Courant on 10th March. Sally would be interested to know if anyone attended the coffee morning simply on the basis of the</p>	

	<p>advert.</p> <p>The Convenors' lunch will be an opportunity to see which groups Sally could visit to build a photo library for adverts and any other publications.</p> <p>Sally has offered to take over Facebook from Colin. David suggested that he, Colin and Sally meet to discuss this.</p>	<p>DP CA SH</p>
11	<p>Newsletter Editor's Report: Alicia has plenty of material for this month's newsletter.</p> <p>She asked for the titles of the new committee members for the newsletter. Sally is Publicity Officer, Lesley is Beacon Administrator and Website Manager and Sarah is Events Secretary.</p>	
12	<p>Group Liaison Secretary's Report: Convenor Lunch - Fixed for March 29th at the Mart, meeting from 12:00 for lunch at 12:30. The meal will be beef in red wine with roast potato, roast and green veg. Dessert will be 3 small items with tea/coffee and a mint to follow. The bar will be open but bottle beer only.</p> <p>Numbers are still changing but Colin estimates 40 with a final cost between £800 and £850. He suggests that, on the day, Wendy welcomes everyone and introduces our new committee members, Sarah comments on upcoming events, David has his say on cheques and group monies, and if Colin is able to attend he will comment on meeting rooms and ask for comments/problems/suggestions. Wendy said that if Colin can't attend she will speak for him.</p> <p>Meeting Rooms – after investigation Colin suggests that block booking rooms is not viable for various reasons. Colin has compiled a new list of venues including facilities within 10 miles of Hexham and on a rail or bus route. The Newcastle Building Society have agreed to install a large TV in their free meeting room, when, will depend on when the work can be scheduled. One member has offered the u3a a 32 inch, flat screen TV. This could be useful if we can find an under-used meeting room where the owners would allow us to install our own equipment. This is worth pursuing but the hire rate will decide whether it resolves any issues.</p> <p>Colin asked Barrie if he would approach Hexham Golf Club to see if we could use the meeting room; Barrie will wait to do this as there is soon to be a new secretary.</p> <p>The group evicted from the County Hotel have moved to new premises and other groups meeting at the County remain welcome.</p>	<p>BM</p>
13	<p>Events Secretary's Report: Garden Party - Sarah has made contact with Corbridge Cricket Club and it is available on both Tuesday 14th and 21st June. However, on the 14th we would have to be cleared up and gone by 17:30. Sarah asked if anyone wanted to go with her to view the venue – Susan volunteered and Wendy said she would like to go to. It was agreed to have the 14th June.</p> <p>Sarah will contact Kevin Stephens about the music, Alistair Sinclair about quoits and/or croquet and make an initial approach to Hextol Tans about catering.</p> <p>Sarah asked what caterers have provided in the past and what people expect to have on offer at their garden party, also what budget she was working within? Any advise about how the raffle was organised in the past would also be much appreciated.</p>	<p>SB ST WD</p> <p>SB</p>

	<p>There was much discussion about charging or not charging admission and how this affected the Gift Aid situation. It was decided to find out how much the garden party was going to cost and discuss it again at the next meeting.</p> <p>Open day – Wendy will check with the Abbey which dates, in September, the great Hall is available. What we want is for groups to think about what they could do for a stall/table.</p>	WD
14	<p>Regional and Third Age Trust: Wendy asked if anyone was planning to attend the Northumbria Region u3a AGM? David said he would go if it was on Zoom but that wasn't mentioned – he will ask.</p> <p>David also mentioned a course for Trustees and provided a link.</p>	DP
15	<p>A.O.B.: David told us something about the history of when Tynedale u3a was formed. He has done extensive research into when this was but records have been lost or destroyed over the years. Before we were affiliated with the u3a we were Tynedale Leisure Learning. After much investigation David found the advert in the Hexham Courant advertising what he believes is the first meeting of our organisation which suggests that it was formed on 21st April 1983.</p>	
16	<p>Date and time for next meeting: Thursday 21st April 2022 at 2pm at Hexham Golf Club.</p>	

Meeting ended at 15:24

Signed:



Dated: 03.05.22