

**Minutes of Tynedale u3a Committee Meeting
held on Thursday 21st April 2022 on Zoom**

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

No.	Activity	Action/ person
1	Welcome and Apologies: Apologies were received from Sarah Bowen.	
2	Minutes of meeting held on 24 th March 2022 were accepted as a true record with the alteration of the time of the next meeting which should have been 4pm.	
3	<p>Matters Arising: Convenors' lunch – It was thought that the lunch went well and the food and venue was good. The disadvantage was that it was difficult to circulate and it was felt that a buffet (or another format that would allow mixing and chatting) would be better.</p> <p>John - Copyright – John had received a TAT document from David that seemed to cover what can and can't be done. David told us about the CLA licence which could cover our needs and after discussion it was decided to purchase this licence (beginning in August) and disseminate the information to convenors via the newsletter, the website and an email from Colin. The cost would be £60 per annum.</p> <p>History of Tynedale u3a – Wendy suggested we could compile a list of past Chairs and gather any information they have. This could be used for publicity and could be the subject of a talk to members. It was suggested that a subgroup could be formed (after the open day) to decide how to take this forward.</p>	CA
4	Chair's Report: Wendy suggested that the open day should be on 23 rd September, booking the Great Hall from 10am for the event from 11am until 3pm. It is time to start advertising and letting convenors know what is expected. The cost will be the same as the monthly meeting. Colin suggested that groups could be grouped together and he will send an email to convenors asking what they wanted to do. David suggested making it interactive with the public to make it more interesting.	CA
5	Business Secretary's Report: All information received has been distributed.	
6	Treasurer's Report: We have received £906 in Gift Aid for 2021 from HMRC. This remains our second biggest source of income in the year. Our subscription income to date is £958.	

	<p>We have now made our annual payments to the Third Age Trust (TAT) for both the Subscription fee and the Beacon Licence fee. The increase in subscription fee over that of last year reflects the fact that the membership per capita fee charged by TAT is now £4.00 (up from £3.50 last year). This is our single biggest outlay of the year.</p> <p>As a sign of our increasing activity as we emerge from Covid, our general expenditure to date is double the amount we had incurred at the same point last year. This does include the payment for the Convenors' Lunch which was £585 which equates to £19.50 per attendee, even with the reduced VAT rate of 12.5% that applied at the time. For comparison, the cost per head in 2020 for the buffet at the Beaumont Hotel was £18.</p> <p>Our general finances continue to remain strong with our cash flow position ahead of budget.</p>	
7	<p>Programme Secretary's Report: Our last monthly meeting was incredibly embarrassing! Barrie has complained to the Abbey that the download speed was unacceptable and they agreed, in future, that we can use their connection. The speaker didn't appear in person, only on Zoom, and didn't talk about what was agreed; we just got advertising for their organisation. Barrie has taken this up with them and they have apologised. Wendy has put something in the newsletter regarding this matter.</p> <p>Barrie added that there was an update for Zoom if anyone wanted to update their app.</p>	
8	<p>Membership Secretary's Report: There isn't much activity at the moment. It seems that people still want to be able to fill in a form and hand in a cheque so John suggested we have renewal forms available at the monthly meetings.</p> <p>Coffee morning – The last one was successful and the next will be on 5th May; John, Wendy, Lesley and possibly Susan will attend. Wendy asked if we could have Colin's power point presentation to show on the wall. Colin said he needed names and what groups they were interested in. The advert needs to go out on April 28th. There was discussion regarding the other three dates Sally should book (to get the reduced rate with the Courant) and it was agreed to book the 23rd June, 20th October and 24th November although these dates may change. Thursdays (for the coffee mornings) didn't seem to be good days for committee members so John will contact the Abbey to see if the room is available on another day.</p>	SH JD
9	<p>Publicity Officer's Report: We have a free listing in the Tyne Valley Express which Sally has updated; Sally was asked to add the website address.</p> <p>Facebook – There was much discussion on the way forward with Facebook and whether or not the work involved would be worth it. Wendy asked Sally to come back with suggestions on the way forward.</p>	SH SH
10	<p>Newsletter Editor's Report: Alicia now has enough articles for this month and has the Flash Fiction for fillers.</p>	
11	<p>Group Liaison Secretary's Report: Colin is still tweaking the venue list and there are plenty of option for groups so is quite flexible. Colin had asked about problems getting to group meeting but got hardly any replies. Wendy suggested that he might have missed his audience and should try an article in the newsletter, which he said he would do.</p>	CA

	<p>This exercise has made Colin aware of how much effort Cathy Potter puts into her group as most of the members are visually impaired. He has tried to set up a meeting with the NCBA to see if there is anything they can help with, as yet without success but will persevere.</p> <p>Barrie asked if there was any mechanism to inform convenors when people have died to avoid communications going to the deceased? Wendy said that when she or John hear of this they should inform the convenor and update the records as soon as possible. Colin said he updates Beacon as soon as he hears of a death.</p>	CA
12	<p>Beacon Administrator and Website Manager's Report: Lesley had found some inaccuracies regarding convenors and Colin said he was about to check all of the group details.</p> <p>Website – the video on the homepage is still on Kevin's YouTube channel so Lesley suggested we get our own; this was agreed. Lesley also said the video didn't work well on smart phones and she will look into this.</p>	CA LP
13	<p>Events Secretary's Report: Garden party – the date is now fixed but we don't know the price of the food. There were mixed views on the food 'boxes' which Rising Cafe could provide. Wendy said that she thought Jill's Catering could provide a tea for about £6 per head. David suggested that if the cost was only £6 per head plus the room hire of £10 per hour then the u3a could pay and have free entry but people would have to register.</p> <p>The group supplying the music have said they will work for free but would like the proceeds from the raffle to go to their chosen charity which is St Oswald's Hospice. This could be a problem; it would be better if we paid them and they made the charitable donation – Wendy will speak to Sarah about this.</p>	WD
14	<p>Regional and Third Age Trust: David will attend the AGM on 25th April.</p>	
15	<p>A.O.B.: Lesley apologised for missing the monthly meetings in May, June and July as well as the Garden Party and the June committee meeting.</p> <p>John asked about using pebbles to count how many people were at the monthly meeting. Do we need the names of those attending? John suggested that he ask what the Abbey's fire regulations were.</p>	JD
16	<p>Date and time for next meeting: Thursday 26th May 2022 at 2pm at Hexham Golf Club.</p>	

Meeting ended at 17:55



Signed:

Dated: 27.05.2022