

**Minutes of Tynedale u3a Committee Meeting
held on Thursday 25th May 2023 at Hexham Golf Club**

Present: Wendy Dale, John Dark, Lesley Parsons, Sally Hewitt, Ann Atkinson, Tim O'Brien, Barbara Redhead and Margaret Earl

No.	Activity	Action/ person
1	Welcome and Apologies: Apologies from Barrie Mellars, Colin Argent and Susan Turnbull.	
2	Minutes of meeting held on 27 th April 2023 were accepted as a true record.	
3	Matters Arising: It was decided to make a final decision about the spare laptop at next month's meeting. In the meantime it was suggested that Colin asks if any of the groups need a laptop before offering to a school or charity. Wendy asked if Barrie had sent information to Sally about name tags for the committee. Sally had not received anything from Barrie. Sally would check if Barrie is sorting this or as an alternative, it was suggested that we could use the u3a lanyard with plastic card with our names and roles. Sally will produce a card that fits the lanyard.	CA SH
4	Chair's Report: 40th Anniversary – Wendy, Sally, Colin, Tim and Barrie had met to consider information being provided at the event. Wendy and Sally had been looking at what the publication would look like and Colin will be producing a slide show. In the newsletter there will be stories and a plea for more stories of experiences of u3a over the years. Substantial sources of information are being looked at to pick up the history of Chairs and Barrie and Colin have done a lot of work with John Destefano. A considerable amount of work has been done and some of the information may be used at the monthly meetings too. Bunting will be bought for the event, banners and posters displayed and Hexham TV will come along to record the event. 52 members have so far signed up. Barbara mentioned that there is funding available for events from the Third Age Trust. Wendy suggested that we should promote that transport to the event will be available for those with mobility issues. Sally will write a piece for the Courant following the event. u3a Constitution – The Third Age Trust model Constitution is a lot more detailed than the Tynedale u3a Constitution. It was agreed that Barbara and Wendy would work on a revised Constitution and put it in the style of the model Constitution.	TB/SH WD/BR
5	Business Secretary's Report: Ann informed that she had forwarded information from Northumbria Region u3a and updates from the Third Age Trust. The Third Age Trust AGM is on 18 th October 2023 and information has been sent out on Director/trustee elections of members of the Board of Directors of Third Age Trust. Ann has provided u3a Annual Return to Third Age Trust and numbers of paid up members to March 31 st 2023. Feedback from YouTube video of monthly meeting – 88 members had watched the video and 8 responses were received, all positive. Respondents felt it was an improvement on Zoom in terms of sound and visuals, provided flexibility and a chance to catch up. Some momentary blurring when the speaker changed from photos to video and sound from video distorted at times. Pre-talk announcements were seen as vital but speakers	

	need to be at the front near the microphone. The quality was considered good enough to enjoy the talk and it was hoped that it would continue to be offered.	
6	Environment Policy. Following discussion it was decided to approve the revised policy which includes the intention to have at least one speaker on the environment each year.	
7	Treasurer's Report: Barbara presented income and expenditure sheet for April 2023. Events and Group expenditure spreadsheets are being sent by Susan. The Events spreadsheet is of interest to the Committee as it has end of year balances. Barbara stated that if groups have funds and the group becomes defunct the funds belong to the u3a. For events if not full and run at a loss u3a picks up the funds and if more attend than expected excess will go into general funds. Wendy stated that we make sure there is an interest in an event first. It was decided not to keep a separate pot of money for events as too complicated. Barbara has made no further progress with the investment bank	BM
8	Programme Secretary's Report: Wendy informed that meeting on the 6 th June was all organised. In relation to the RNLI jars taken after last month's meeting, it was agreed that members should be asked to bring to the next monthly meeting or return it themselves.	TB
9	Membership Secretary's Report: John reported that there were 7 more members since the last meeting and that the membership stood at 490 including 10 associates. A coffee morning for new members will be held on 9 th June at 10.30am in the Prior's Hall and will be promoted in the newsletter and on Facebook. There are 55 new members this year and 37 have not attended a coffee morning so they have been informed about the event in June. John informed that he had stopped sending out membership cards and had not sent an acknowledgement of renewal. One interesting request was for confirmation of membership to get a discount on a Saga holiday. Beacon now gives an option to email a membership card and when members renew they will get this. For those not on email, they will be sent this with the newsletter.	TB/SH JD
10	Publicity Officer's Report: Sally had sent a press release to the Courant on the u3a Hadrian's Wall Festival which was published. 2 more people have joined Facebook and there are now 127 members.	
11	Newsletter Editor's Report: Nothing to report	
12	Group Liaison Secretary's Report: Nothing to report	
13	Beacon Administrator and Website Manager's Report: Nothing to report	
14	Data Protection and Privacy Policies: Lesley had produced draft policies and had a number of queries that were discussed including how long information was kept on a member when they left. Barbara informed that for Gift Aid, records needed to be kept for 6 years. Barbara will look in the files received from David and asked John to send Excel spreadsheets of members from the past two years. It was suggested that information is provided for convenors to ensure that they ask group participants if they are happy to have photographs taken and that they ensure that data is deleted when it is no longer needed. It was agreed that reference should be made to the privacy policies on the application form and link provided. Lesley to make agreed changes to policies and check how long Beacon keeps information.	BR JD CA JD LP
15	Events Secretary's Report: Hadrian's Wall Festival – Wendy stated that the event was good and 6 members attended. John Sandiford carried out two tours of Vindolanda and Sally did the walk to Sycamore Gap. Wendy felt that Tynedale u3a gave value to the event which had a good atmosphere. Margaret informed that Jewitt's run day trips and there might be two of three trips of	ME

	<p>interest to members. It was agreed to publicise these as it may be possible to get a group together and members could pay Jewitt's direct.</p> <p>42 members are signed up to go on the Edinburgh trip.</p> <p>Trip to the Sage tomorrow has 20 people attending. Wendy asked John to send information about the visit to Barrie who is attending.</p> <p>Wendy informed that there was only one team for the Regional Quiz and to let her know if anyone else was interested in participating.</p>	<p>JD</p> <p>All</p>
15	Regional and Third Age Trust: Nothing to report	
16	A.O.B: None	
18	Date and time for next meeting: Thursday 22nd June 2023 at 2pm.	

Meeting ended at 15.40

Signed:

Dated: