

**Minutes of Tynedale u3a Committee Meeting
held on Thursday 21st September 2023 at Hexham Golf Club**

Present: Wendy Dale, John Dark, Colin Argent, Sally Hewitt, Margaret Earl, Susan Turnbull, Barrie Mellars, Tim O'Brien, Ally Forster and Ann Atkinson

No.	Activity	Action/ person
1	<p>Welcome and Apologies: Ally Forster was welcomed to the committee as the new Assistant Treasurer. Apologies were received from Lesley Parsons.</p> <p>Wendy informed that she would be in contact with Barbara to thank her for all the work that she has done as Treasurer.</p>	WD
2	<p>Minutes of meeting held on 27th July 2023 were accepted as a true record.</p>	
3	<p>Matters Arising: Wendy stated that she had felt bad that they had not provided a tip for the Mart and the band at the 40th Anniversary event and that we should give tips in future if we hold an event. Colin had approached Adrian about the musicians and they had refused a tip and Susan had paid the bill for the Mart without including the tip and it wasn't possible to do it separately.</p>	
4	<p>Chair's Report: Wendy asked if all members of the Committee were prepared to continue in their roles for the forthcoming year. All agreed. There would be a vacancy of Programme Secretary as Barrie would take on the role of Chair in March/April.</p> <p>Work had been carried out on the Constitution and it was decided that in September it would go out for consultation. Wendy will write a piece for the newsletter this month.</p> <p>Wendy asked Ann to put together a calendar of meetings for next year</p>	WD AA
5	<p>Business Secretary's Report: Ann informed that she had sent information out about the Third Age Trust AGM and trustee vacancies on Third Age Trust Board of Trustees. Also updates from Northumbriau3a. She sent out an email to members to publicise the Third Age Trust online speakers during u3a week.</p>	
6	<p>Treasurer's Report: Susan asked if there were any queries in relation to the accounts she had circulated. As the CCLA account has been closed, a new deposit/savings account has been opened with Barclays in Hexham. Susan asked how much should be put into this account. Following discussion it was agreed that £6000 should be put in this account similar to the amount that had been in the CCLA account.</p> <p>In terms of the Assistant Treasurer's role, Ally would focus on the groups. Convenors of groups would need to get in touch with Ally who would set up any payments and Susan</p>	ST

	<p>would authorise. Susan asked if there needed to be a slot on the agenda for the Assistant Treasurer and Wendy stated that it would all be part of the Treasurer's report.</p> <p>Susan stated about informing the Charity Commission about the change in trustees. Ann to carry this out.</p> <p>Wendy asked whether the Edinburgh trip had made a profit or less. It was thought it had made a profit, Susan would check.</p>	<p>AA</p> <p>ST</p>
7	<p>Programme Secretary's Report: Barrie informed that whilst having a new system for recording monthly meetings, an error was made and the microphone was turned off, so we had a silent recording of the last meeting. Wendy asked Tim to explain that there was a technical fault and to see if it was possible to retrieve the link to the website the speaker referred to.</p> <p>Barrie informed that he has speakers booked up until May 2024. Barrie to inform Lesley as well as Tim about forthcoming speakers so the details can be put on the website as well as in the newsletter.</p> <p>Barrie has received a letter from the RNLI to inform us that £264.72 was collected in the jars and from contributions from the u3a. Tim to inform members via the newsletter.</p> <p>There were 141 attendees at the last monthly meeting and Wendy raised the need to possibly consider another venue if we continue to have increased numbers attending. After some discussion, Sally was asked to make some enquiries about the possibility of using the Abbey as a venue. It was also suggested using the annexe to the Great Hall showing the presentation too. It was decided that we would see how it goes next month and if necessary consider alternatives at the next meeting.</p>	<p>TB</p> <p>BM</p> <p>TB</p> <p>SH</p>
8	<p>Membership Secretary's Report: John reported that there had been over 300 renewals, 14 resignations and a handful of associate members. A lot of online payments had been received and fewer cheques compared to last year. He felt the new and renewal forms needed to be clearly separated and to check new members against Colin's list of non-members. There had been 18 new members this month. Members who do not renew will be emailed and chased up and Colin will chase up Convenors of groups to remind group participants. A reminder will be sent before next month's meeting and then phone calls will be made. Members not renewing membership by December will be considered lapsed.</p>	<p>JD</p> <p>CA</p>
9	<p>Publicity Officer's Report: Sally provided u3a lanyards for the committee. She sent an article to the Courant in relation to u3a week which was printed and online although in a different format to the way she had written it. There are 152 members on Facebook. She has sent the Hexham TV video about Tynedale u3a to her national contact to go into the u3a newsletter. Sally has sent comments in relation to the 'blue book' but has received no response. She has requested that all u3a's in the county are included in future publications. Fay Harland, Deputy Mayor who attended the 40th anniversary has made a request for the u3a to talk at the next Town Council meeting. Wendy will be attending.</p>	<p>WD</p>
10	<p>Newsletter Editor's Report: Tim was concerned that readership was only a third of membership but others considered that this was quite good and may well be higher if partners also read it. He was concerned that there was a reluctance to click on links because of scams. This was identified in an Age UK report on digital inclusion and older people which Tim shared and Barrie agreed to produce a summary. There was some discussion about getting members more interested in u3a and whether we should provide more hard copies. Colin informed that 75% of members were engaged in groups which was high. John suggested promoting the newsletter when people join. No further action</p>	<p>BM</p>

	<p>was agreed but need to reassure members that links are safe from u3a when addressed directly to them.</p> <p>Tim informed that he was using a local firm in Haltwhistle to print the 27 hard copies</p>	
11	<p>Group Liaison Secretary's Report: Colin will send out the briefing note for convenors on the updated policy documents as he has received no further comments.</p> <p>He raised concerns in relation to the Garden Room café if new owners were not willing to allow groups to use the facility in future.</p> <p>It was agreed that Sarah could have an Italian lead her Italian class once a month if members of the group were willing to pay for it.</p> <p>Concern was raised by Barrie at the loss of a timeline if no records were available for the 1980's in relation to Tynedale u3a history. Wendy stated that they would have to start in the 1990's and she would arrange to go with Colin to Woodhorn to go through the records they held there on the u3a and decide what needed to be kept/used or discarded.</p>	<p>CA</p> <p>WD/CA</p>
12	<p>Beacon Administrator and Website Manager's Report: Lesley informed in a note that she had agreed to take part in the next phase of the website testing but had been informed that this was not now going to take place. She has been added to the training list for the new system.</p>	
13	<p>Events Secretary's Report: The next visit is to Levens Hall. Margaret is also planning a 3 day visit to Blenheim Palace Flower Show but was concerned about the cost at £300 but others thought this was good value as included bed, breakfast and evening meal. Wendy has asked the GlassHouse (SAGE) to give her some dates for future visits. Margaret is waiting to hear about the possibility of a visit to Nissan and has used Barrie's contact. Auckland Castle is also being considered for a visit. The SUEZ recycling trips went well and a trip to the Teeside plant is being considered.</p> <p>Concern was raised about the numbers signed up to attend the quiz on 10th October and that Barrie would need to know the numbers by the 3rd October . Details including payment need to be in the newsletter and events page of the website. Sally to promote on Facebook. Would be helpful to put bank details on What's On page of the website, Lesley to be informed to do this.</p>	<p>TB</p> <p>SH</p> <p>LP</p>
14	<p>Regional and Third Age Trust: Wendy informed that she had registered for a proxy vote at the Third Age Trust AGM</p>	
15	<p>A.O.B.: Prizes for the quiz will be from our own funds.</p> <p>Committee members introduced themselves to Ally including their roles.</p>	
16	<p>Date and time for next meeting: Thursday October 26th 2023 at 2pm.</p>	

Meeting ended at 15:45

Signed:

Dated: