

# Minutes of the 440<sup>th</sup> Meeting of Barnstaple Third Age Group Committee

Held on Friday 19 May 2023 at 10.00 am

At Methodist Hall, Fremington

**Present:** Keith Luckhurst, Sue Thomas, Laurence Hillel, Ellie Bray, Gill Dow, Nigel Wright, Roger Bray

**1Apologies:**Maureen Penny, David Dickinson, Julia Denton

**2 Minutes** of meeting held on 21 April 2023 were agreed – proposed by Gill, seconded by Nigel.

## **3Matters Arising:**

Actions outstanding from previous meetings:- All others considered closed

***Action: Laurence to include the use of accident report forms on the agenda for the future Group Leaders' meeting***

***Action: Maureen will write a paragraph about Safeguarding for the next newsletter and send it to Keith before submitting it to the newsletter editor.***

***Action: Maureen to bring procedures to the next meeting for signing off.***

With regard to the new procedures and policies currently undergoing review by the committee, it was agreed that the procedures for **Communications, Growth Matters and Press Release** (previously checked by Keith) be formally accepted.

Regarding room hire charges paid by groups via our treasurer, Sue confirmed that Art, Geology, How it Works, Singing, Science and Music all submit funds to Sue for forwarding to the various venues.

Because of the fluctuating costs involved, the Wine group will continue to handle its own funds.

As yet, no arrangement exists for the Mosaics group, now offered under Barnstaple u3a's umbrella.

***Action: Sue will contact the Group Leader for Mosaics and arrange for payment to be made via her. She will also ask that the Group Leader maintains suitable financial records to account for monies collected from group participants.***

The subject of money collected will be on the agenda at the forthcoming Group Leaders' meeting.

Keith reported that the Fremington Methodist Church Hall was available for the Group Leaders' meeting on Monday 16 October.

***Action: Roger will contact Brenda (Fremington M.C. Hall) and confirm our booking for 16 October 10.00 to 11.30.***

All committee members present have seen the amendments made by Julia (Membership Secretary) to the application form, which now includes permission to use photos.

## **4 Chairman**

Keith has submitted a press release to The Gazette reporting our coffee morning with Ann Widdecombe, but as yet has received no confirmation regarding a publication date.

Keith read an email recently received from Sadie Green from Libraries Unlimited. She is involved with a national scheme called Fun Palaces, which aims to bring people together to share their passions, skills and hidden talents. Because of the number of interest groups that the u3a runs, she asks if we would like to be involved. It was decided that we need to know more before we can commit to anything and Nigel volunteered to accompany Keith on a fact-finding mission.

***Action: Keith will contact Sadie to make arrangements to meet.***

### **5 National Office**

Keith reported that we can participate in 'Conversations with the CEO' of u3a on 26 June 2023, via Zoom, if we wish. At this moment in time, no-one was available.

### **6 Business Secretary**

Following previous discussions and concerns, Roger reported that trustees are fully covered under our current insurance policy. However, he highlighted again that non-members of u3a are not covered. Laurence has also looked at the policy and agrees to this.

Roger confirmed that he now holds a file for any new/ updated policies and procedures, as requested at the last committee meeting.

### **7 Beacon/ GDPR**

Gill has received a newsletter from Beacon providing useful information to Beacon users. This has been circulated by Gill to committee members by email (on 17<sup>th</sup> May), for all to read. Gill asked all committee members to contact her first if they experience any problems using Beacon. She may be able to help in her Administrator role.

### **8 Treasurer**

The bank balance at the end of March 2023 was £9652.15. Since these figures were produced at the end of April, Sue has paid £277.00 to Beacon, but not before she had queried the VAT charged. It transpires that because Beacon is a 'service', VAT is payable. In addition, Sue has paid £645.00 for Ann Widdecombe's coffee morning – this includes room hire, coffee, flowers and lunch.

### **9 Membership Secretary**

We currently have 310 members, of which 40 are affiliated.

### **10 Groups Coordinator**

All current matters relating to groups have been dealt with elsewhere in the minutes – see item 3

### **11 Speakers' Secretary**

All present agreed that our last speaker – Ann Widdecombe had been excellent and that the coffee morning had been a resounding success.

Keith questioned whether or not we could follow a similar format every year – a 'special' coffee morning with a famous 'personality' as our speaker. It was agreed that Keith would look into this.

***Action: Keith will give feedback to Vicky and discuss possibilities for next year***

The speaker for June coffee is Vivien Foster OBE who will talk about 'All the Nice Girls Love a Sailor'

### **12 Newsletter Editor**

Nothing to report

### **13 North Devon Link**

The next meeting, which Keith will be hosting, is on 9 June 2023 at Filleigh Village Hall.

### **14 Roundswell Hall and Fremington.**

Nothing to report other than use of Fremington Methodist Church Hall for the Group Leaders' meeting on 16 October – see item 3

### **15 Lunches& Coffee Mornings**

Summer Lunch tickets, for 15 June 2023, will be available at the next coffee morning.

Keith has tried to make contact with both The Plough and Beaford Arts with regard to possible entertainment at our Christmas lunch. To date, he has received no response from either organisation. He will pursue this, but also asked if all committee members could give this some thought.

### **16 AOB**

Sue has received an email from Ann Beaumont, who visited us last year from Australia, to say that a friend might be coming to Barnstaple in the near future. To date Sue has heard nothing more.

Sue asked if there was any possibility of offering 'Computer Studies for Beginners' to some members who wish to know more (basics) about using a computer. After some discussion it was agreed that the first port of call for this could be the Barnstaple Library, who offer some training.

Keith reported that he had been approached by a member at the last coffee morning, who asked the question that if our speaker was able to sell copies of her book at our coffee morning, why couldn't she do likewise? Keith asked the committee to confirm our policy - that although speakers could do this, members of the Barnstaple u3a could not – it could lead to the sale of other items and therefore get out of control. All agreed and Keith will feed this back to the member concerned.

There being no further business, the meeting closed at 11.20 with Chairman Keith thanking all for their attendance.

**Next Coffee Morning:** Thursday 1 June 2023

**Next Committee Meeting:** Due to holidays by committee members, our next meeting will be on Friday 21 July 2023 at Fremington Methodist Hall. Gill will organise coffee.