

**Minutes of 449th Meeting of Barnstaple Third Age Group Committee,
Held on Friday 15th March 2024, at 10am
At Fremington Methodist Hall.**

Present: Keith Luckhurst, Ian Woodward, Norma Woodward, Sue Thomas, Julia Denton, Nigel Wright, Maureen Penny

- 1. Apologies:** Laurence Hillel, Andy Jones
- 2. Minutes of meeting held 16th February 2024 for approval:**

Proposed Ian Woodward, seconded Maureen Penny.

3. Matters arising:

Actions outstanding from previous meeting. All others considered closed.

From AOB and not documented in previous minutes- It was agreed that Keith would ASAP write to head office to explain that a data breach had occurred and actions taken to prevent a reoccurrence of the situation. **ACTION - Keith to do.**

ACTION - Keith to possibly purchase a 3rd projector. David Dickinson stated that the older projector had problems, with resolution etc and was not good enough for his Geology meetings Keith established that David Dickinson is now using the new projector for geology, and Austin is happy with the quality of images with the older projector used during his science meetings. It was agreed that we do not need a 3rd projector?

A further copy of Asset Register was given to Keith from Ian, who confirmed it had previously been agreed that only items valued £50 or over, would appear on the asset register.

ACTION - Keith to enquire of all members which items of u3a equipment they hold.

ACTION- Laurence to send email to all Group Leaders reminding them to use the Bcc facility when sending emails to lots of people and to also encourage them to use Beacon. Pending.

Nigel has spoken politely to Lynda regarding procedure to use when emailing group members - see under item 7 Matter closed

ACTION - Ian to contact Head Office regarding insurance cover for holidays organised for people participating on trips in this country. Head Office advised Ian the information is in the insurance policy. Ian reported the policy so not specific and will speak to Gallagher's directly. It is understood that Holiday Fellowship have said that each member must be insured, which is different to group insurance. **Ian will report back to Committee his findings.**

4. Chairman

* It was felt the AGM on the whole went satisfactorily.

* Constitutional Change - It was questioned if we are bound by the Constitution of National Office). It was felt that some of our clauses are likely to be out of date and not in line with those of NO, which we should consider working towards. It was suggested that we should be working towards reviewing and getting our Constitution changed to be voted on at the 2025 AGM. HO will need to approve any changes before it is voted on.

ACTION – Maureen agreed to start a review in Autumn..... minute closed until Autumn

5. National Office:

* Discussion regarding do we need to inform N.O. details etc for the new portal. Nigel advised this is not necessary as the Portal is only a means of communication of documents between each other and HO.

*Keith advised there is an advertising/promotion campaign underway on Radio Boom, to encourage the recruitment of new U3a members

* Keith has a list, from NO of 7 workshops for members, e.g. Recruiting and valuing volunteers, keeping it legal, Growth matters, Equality, Diversity and inclusion , running discussion groups, if anyone would like to take part please, speak to Keith.

6. Business Secretary:

*Ian advised that using the new portal, he is required to submit our member's status to HO within 10 days from close of play 31.3.24. Full fee paying members are billed at £4 per head.

* Terms and conditions from our new website builder have previously been emailed to all committee members to review. These t&c's need to be accepted. Nigel and Ian have read through these and agreed they appear to be standard issue. All members present agreed for these to be accepted and to be signed off.

ACTION - Ian to sign the new t&c's via the new portal, as Business Secretary of Barnstaple U3a.

*** Ian has updated the Charity Commission with our membership figures and the U3a Portal with our current Committee members.**

* Holiday Insurance - already covered in Matters arising.

7. Beacon/ GDPR:

Nigel has spoken with Lynda Wren, from Practical Gardener's, and shown her how to use the Bcc facility, which she welcomed. She was also advised that HO will need to be advised of the data breach, which she understood. **Keith to action as documented in matters arising.**

8. Treasurer:

Financial status as of 29 February 2024, £10,832.44 in the bank and £3.71 cash.

Julia's computer is currently in for repair, which Nigel is confident about. However, Keith confirmed that if it is unable to be fixed, a new one would be purchased.

9. Membership Secretary:

Currently we have 273 members, 29 affiliated members and 80 still to renew, or not. Julia conformed that these numbers are generally experienced at this time of year and should gradually increase.

10. Groups Co-ordination:

Keith reported on behalf of Laurence, a successful first trip for Heritage Explorers, where 25 members visited Tiverton museum. A very good visit. The next trip will be to Buckland Abbey, date to be determined

11. Speaker secretary:

ACTION - Keith to report to Linda:-

*** Our last speakers Ivan and Sue Godfrey were very well received 10/10.**

*** details for other speakers (via Sue Thomas) by Mick Harrison, Devon & Cornwall Police, on Cyber crimes and scammers, and South West Blood Bikes (who hold a coffee morning every 2nd Saturday of the month at Fremington CH)**

*** Next month's speakers is Stephen Powells, on Tawny Owls.**

12. Newsletter Editor:

Keith conformed that Lynne has requested that in view of Easter holidays all newsletter contributions are submitted by 22nd March please

Keith to inform Laurence to inform Group leaders

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13. North Devon Link:

Nil to report

14. Roundswell and Fremington Halls:

Nil to report. Keith advised that he has thanked Ken Prall, the caretaker of Roundswell for his help throughout the year.

15. Lunches and coffee mornings:

There are currently 33 members booked for the quarterly lunch next Wednesday.

16. AOB:

Nigel advised following his talk re School Readers, 2 people have applied.

Gill Dow, is happy to do some Beacon training for anyone who is interested

Action KeithSue - suggested housekeeping announcements be made at start of each coffee morning- fire exits, toilets, bags under chairs, phones off.

Keith advised he received a letter of thanks from David Dickenson for his geology books. He also dropped off a gift of books to Vicky for all her hard work as speaker secretary etc.

Gill Dow emailed all committee members with thanks for her flowers.

Next coffee morning 4th April 2024

Next committee meeting 19th April 2024

Tea /coffee rota - Nigel

There being no further business Keith thanked all for attending. The meeting closed at 11am.