

**Minutes of 456th Meeting of Barnstaple Third Age Group Committee
Held on Friday 18th October 2024, at 10am
At Fremington Methodist Hall.**

Present: Keith Luckhurst, Nigel Wright, Linda Southgate, Julia Denton, Norma Woodward, Maureen Penny, Andy Jones

1. **Apologies:** Ian Woodward, Sue Thomas, Laurence Hillel
2. **Minutes for Approval:** Proposed Maureen Penny, seconded Nigel Wright.
3. **Matters Arising:** Actions outstanding from previous meeting. All others considered closed.

Keith confirmed that Ian could not attend the meeting today due to having recent surgery. All committee members sent their good wishes for a very speedy recovery.

Action: Nigel to ask at coffee morning for more volunteers to work the rota for 2025- 2 volunteers came forward. Closed

Action: Keith to ensure lap top and projector is available

Action: Laurence and first aid course- due to trainer availability to leave until spring 2025 - **Pending**

Action: Nigel to advise members of new website address at October coffee morning - **Pending for November**

Action: Nigel to monitor and publish results on website activity. To discuss under item 15

Action: Nigel to implement online joining/renewing of memberships linking directly to Beacon - **Pending ideally for Christmas or early new year.**

Action: Strollers will recommence in November with new group leader Tim Toghil.

Action: Christmas entertainment. To discuss under item 17

Action: Maureen to ask Lynne Dickinson to add into the newsletter that all committee member & general member positions are available, for the forthcoming year 2025-2026, as of the AGM in 2025. It was agreed that a link to an application form should be available.

Action: Nigel to check and edit electronic version of application form.

4. **Chairman:** Nil to report
5. **National Office:** Keith advised the following has been received from National Office:
 - a) a film available for all to view, Share Something Brilliant Today, Southport flower show
 - b) a health report - **Keith:** to view film and assess suitability for our general membership to play at coffee morning ahead of the guest speaker.
 - c) there are various workshops available online if members wish to partake in these
 - d) we have a new trustees. Ian Cassidy has taken over from Sam Mauger and Allen Warmsley as chair
6. **Business secretary:** nil to report
7. **Beacon/GDPR:** nil
8. **Treasurer:** Accounts sheet provided to all from Sue. £8,964.12 in the bank with £3.71 cash.

9. Membership secretary: Julia confirmed we have 320 members, of which 288 are full members & 32 affiliated members.

Julia advised many members like to renew from November onwards for the following year. Membership forms will be available at the coffee morning in November.

10. Group's coordinator:

potential new group poetry and creative writing- no one has shown interest in this new group.

Action: Keith to announce at coffee morning, or ask Carol Young (interested in leading group) if she would like to give a brief 2 or 3 minute presentation to publicise the topic/group.

Action: Andy to email Nigel the names of the new group leaders for the Gardening group to be included onto the website.

11. Speaker secretary:

Speaker for October- Lisa Chanter, talking about the History of Bakery. Slides were considered poor, but talk content good. Overall mark from those present 7/10.

Our speaker for November is Phil Wright from National Parks. Linda emailed a week ago but not had a response yet. She will phone him next week to confirm availability, or we may need to consider an alternative. All speakers have confirmed for next year, apart from National Parks, who have yet to respond.

12. Newsletter: nil

13. North Devon Link: Nil to report

14. Roundswell & Fremington Halls: Nil to report

15. Website: Nigel reported that as expected activity had reduced over the last month. However, there were still 276 visitors to the site during the month.

It was discussed the value of adding an additional slot for potential new groups onto the website, along with an announcement box

16. Constitution: Due to absence of some committee members it was agreed to postpone until our next meeting further discussion on the Constitution.

17. A.O.B.Nigel advised he was approached by another member at the coffee morning suggesting;

a) a raffle on entry be held each coffee morning - this was discussed by the committee and has previously been tried. However, it lost its impact with members not really interested. Agreed not to re-introduce.

b) if there is difficulty getting volunteers for refreshments, then maybe to do these by 'group' each month. This was previously discussed at a committee meeting and agreed not to proceed with this due to group sizes and abilities.

Linda advised that an audible alarm/with visible alarm light was activated in the disabled toilet at the last coffee morning. A committee member responded and found no casualty. However, it appeared some members were unaware of the alarm. It was agreed that it should be added into the general housekeeping announcements at the beginning of each coffee morning.

Action: Keith/or stand in, to action the above at all coffee mornings.

A discussion on the requirement for a first aider at coffee mornings followed. No legal requirement and if an incident occurs to call 999 and first aid, should it be required, would be administered by any person present and able to assist.

It was confirmed that Sue brings along the accident book and forms to each coffee morning.

Maureen advised there had been a data breach by Keith, whereby her contact details had been provided to other members in an email. Keith sincerely apologised for this and accepted, although this breach needs to be reported to National office.

Action: Ian to report to head office the breach, and actions taken to remedy this.

Having previously discussed shadow committee members it was agreed by those present this would be a good idea to implement for the forthcoming year. **Pending**

Keith - Christmas entertainment- Keith advised the singing for fun group were unable to perform due to the leaders' prior commitments. He has emailed a musical group in Bideford, of which one of our members is a flautist, enquiring if they would be willing & able to perform at our Christmas lunch. So far he has received no response. It was discussed –

POST MEETING NOTE: PLEASE SEE e-MAIL DATED 20TH FOR UP TO DATE INFO

* do we need entertainment?

* maybe a stand up sit down bingo?

* a committee show?

* dialect poems?

* a quiz?

The consensus seems to be a compared quiz, between tables, with a prize for the winning table.

Action: Keith to action

Next coffee morning: 6th November 2024

Next committee meeting: 15th November 2024

Coffee/tea rota- Andy

There being no further business, Keith thanked all for attending. The meeting closed at 11:32
Nigel gave apologies in advance as he will not be able to attend the next committee meeting.