Minutes of the 460th Meeting of Barnstaple Third Age Group Committee
Held on Friday 17th February 2025, at 10am
At Fremington Methodist Hall.

Present: Keith Luckhurst, Ian Woodward, Norma Woodward, Andy Jones, Nigel Wright, Sue Thomas, Julia Denton, Maureen Penny and observer Mary Young.

1. **Apologies:** Laurence Hillel

2. **Minutes for approval:** Minutes for approval proposed by Ian Woodward and seconded by Sue Thomas. Minutes signed by Chairman.

3. **Matters Arising:** Actions outstanding from previous meeting. All others considered closed.
Maureen introduced Mary Young, who is interested in possibly joining the committee, but not available until April. Mary is also the joint lead on the newly formed 'Dinner Group', of whom 18 people have registered their interest. The first meeting is March 11th at the Fulham restaurant at 18:30 hrs.
Outstanding Actions:
* Maureen to remind Lynne Dickinson to include the Dinner Club in the next newsletter.
* All committee members to consider who they would like as a VIP guest speaker - No suggestions put forward at this stage. However, on the back of this:
Action: Laurence to write to all group leaders to enquire if they need any capital expenditure items before the end of the financial year.
We also need to consider from our capital that next year we will have 3 months additional fees to pay, before joining fees are paid, due to us changing our financial year end, i.e. Jan 25 to end March 26.
Action: Keith to announce at the AGM that members will get 3 months free next year in order for us to bring our financial year end in line with National Office (1st April to 31st March).
Next year, 2026, Sue will present 15 months of accounts. Ian suggested we change the date of the AGM from next year to May, to allow sufficient time for Sue to get the accounts audited.
Action: Keith to purchase lanyards for all members, to be reimbursed - pending
Action: Nigel has created template for our members' cards. Amendments to be made-
a) black text rather than white
b) remove Julia's name and contact details
c) current members cards will be printed with their name and u3a number on them
Action: Keith to take cards to Print room, for printing once Nigel template amended-pending
Action: Nigel to send template file to the printers with this information on for cards to be printed.
Affiliate members with have a capital 'A' printed beside their names.
It was decided to purchase and addition 100 cards, without names for future new members.

4. **Chairman:** Keith would like all committee members to be with him on stage for the forthcoming AGM in March.
Keith has a summary report of the Trust Board meeting. Ian asked about insurance and the report states "The CEO confirmed that the insurance policy had been renewed prior to the start of the year and the cover note is available on the website."

5. **National office:** nil

6. **Business secretary:** Ian advised a nomination proposal from Philip Hawkins has been received to join the committee.
   Action: Keith to invite Philip along to our next committee meeting.
   Ian is stepping down as business secretary and as yet no one has come forward expressing an interest in this role. Observer Mary Young said she would like further information and may be interested.
   Action: Maureen to provide Mary with the job description and Mary to meet up with Ian at a mutually convenient time to discuss the role.

7. **Beacon/GDPR:** nil

8. **Treasurer:** Accounts sheet provided to all from Sue. £11,855.38 in the bank with £3.71 cash. Sue advised capitation expenditure is still to be paid in April.

9. **Membership secretary:** Julia confirmed we have 283 members, of which 25 are affiliated. There are 127 full members and 19 affiliates to still renew their memberships for 2025.
   49 members have not renewed and Julia advised they have now been lapsed from our membership.
   There was a query if we pay capitation for affiliate members.
   Action: Ian to check on this.
   Post meeting - Ian has confirmed that we do not pay capitation for affiliated members. Last year we had 255 members and paid £1,020 to head office (£4 per head).
   Action: Julia to confirm to Keith a couple of days ahead of the AGM our membership numbers.
   Action: Julia to email Lynne Dickinson to add into the newsletter that members will need to know their membership number in order to vote at the AGM.
   Action: Nigel to print off a list of all member names and membership numbers for registration at the AGM.
   Action: Maureen to assist at AGM registration, ensuring all members sign in and know their membership numbers.

10. **Groups coordinator:** No volunteer has come forward to lead the science group. Keith has not given up hope and is still trying to find a suitable candidate.

11. **Speaker secretary:**
    Our speaker for February was Trish Sail talking on Race Across the World. The overall consensus was she was very good, and everyone enjoyed the talk. However, it was felt in her enthusiasm she spoke a little fast and the slides were a little poor quality, which was attributed to in part by light reflection off the floor from the sun. Keith to report back to Linda, speaker secretary. Keith confirmed that we matched her £40 fee, all of which she donated to the charity RNIB.
    Our speaker for March is Mick Harrison, talking on Cyber crime.
    Keith advised that he has passed on another 2 names of potential speakers to Linda who have given successful talks to other local u3a,s.

12. **Newsletter:**
    Action: Sue to email Lynne Dickinson to add into newsletter the quarterly lunch in June and tickets will be on sale at the AGM/coffee morning.
    Action: Keith to announce at AGM/coffee morning tickets are available to purchase for the quarterly lunch in March.

13. **North Devon Link:** A suggestion had been given to Keith for Barnstaple Ladies Choir as a possibility for our Christmas entertainment.
    Action: Sue to contact the choir and enquire on their availability and costs for December 2025.

14. **Policies:** nil. Keith thanked Maureen for all her hard work on these.

15. **Lunches and coffee mornings:** as above under item 12

16. **Website:** Nigel advised that the merging of Beacon and the website has begun, and the Chair is aware of this. It is anticipated this will be complete by the end of the year.
    Nigel provided website feedback over the preceding month: There were 255 visitors, an increase of 12%, over 361 sessions which was also increased by 13%. The average session time being 4.02 minutes down by 11%, which is attributed to the fact members navigate the website more directly as they get to know it's layout.

17. **A.O.B.** Maureen advised that she sat in on the zoom U3a Devon coffee morning recently. Sue Parker took the meeting and she has recently been voted in as a Regional Trustee for SW. Whilst not many attendees another Barnstaple member, Peter Kyle did attend. He had picked up the information from our website, thus reinforcing the value of posting this information on the website. Maureen also advised that there is a communications team for u3a SW and they are making unannounced visits to some committee meetings.
    Action: Maureen to email Combs communication details to Norma, for inclusion into the minutes.
    Ian advised the coffee morning set for 1st of May, has been rescheduled to 28th April, due to the May local elections. Linda has confirmed the speaker is available for this new date.
    Andy asked if appropriate to have a guest speaker to speak about wills and LPA's. Keith advised that as most speakers would be affiliated to a company and possibly targeting for business, that this is not likely to be appropriate.

Next coffee morning and AGM 6th March 2025
Next committee meeting: 21st March 2025
Coffee/tea rota- Maureen

There being no further business, Keith thanked all for attending.
The meeting closed at 11:27