

Barnstaple Third Age Group

Minutes of the Annual General Meeting Thursday 3 March 2022 at 10.30 a.m.

Roundswell Community Hall, Barnstaple

1. Welcome

Keith Luckhurst (Chair) welcomed everyone to the meeting including all the recently joined members and affiliated members.

2. Apologies

Jill Greene, Jenny Crook, Mike Doe

3. Minutes of the AGM 7 October 2021

The minutes of the AGM held on 7 October 2021 were distributed around the Hall. Keith asked if those present were happy to accept the minutes as read. Acceptance was proposed by Geraldine Eacock, seconded by Dave Jordan and passed unanimously.

4. Matters arising

There were no matters arising.

5. Treasurer's report

- Ellie read her report and explained the on-going system of recording receipts and payments throughout the year. The report presented to you is a snapshot of the financial situation as at 31 December 2021. At that point, there were some bills from 2021 still to be paid and some income from 2021 due in. However, it gives us a very useful picture of what is going on.
- She reported that we are operating within our means and, at 31 December 2021, had £9717 in the account. As in the previous year, we were operating throughout most of 2021 under varying degrees of Covid restrictions; this reflected in the income and expenditure figures.
- Groups are normally regarded as being self-funding but, as we go into 2022, with hopefully an increase in group and social activities, the committee have agreed to support groups financially in order to get them up and running again.
- Throughout the year we have continued to send greetings to members celebrating important events and good wishes to those who are unwell. Our sincerest thanks go to our membership secretary Julia who has resoundingly kept her finger on the pulse and is responsible for doing all of this.
- During the year, we have purchased new IT equipment to support the work of our membership secretary and to enable the regular production of our newsletter.
- In 2021, we introduced the scheme whereby the cost of the TAM magazine would be borne by those that actually wanted it. By doing this, we were able to keep our membership fee at £10 throughout 2021. This will continue in 2022 and our membership fee will remain, again, at £10.00.
- The cost of attending our monthly meetings, here at Roundswell, will remain at £1.00.

- Mike Blower has again examined the accounts and Ellie thanked him for not only checking the paperwork, but for his advice and guidance. Thanks to Mike.
- Ellie announced that this is her last AGM as Treasurer and she looked forward to passing the job to Sue Thomas. She thanked her fellow committee members for their support throughout her term of office and thanked them for never asking too many challenging questions!
- Keith asked if those present were happy to accept the accounts as read. Proposed by John Vooght, seconded by Lynne Davidson and then passed unanimously.

6. Chairman's report

- Keith read has report as follows:
- "We are currently recovering from the effects of Covid but I am pleased to confirm that we have a group membership currently standing at 230 paid up members of which 12 are affiliated. We the committee are grateful to those loyal members who continued to support us and re-joined. Pre covid figures were around 300. I am confident that membership will continue to grow.
- U3A celebrated its 40th anniversary this year and it is interesting to note that Barnstaple U3A is the 7th oldest in the UK.
- Our groups number 24, and some were able to continue during the pandemic, by complying with Government guidelines and using Zoom. Zoom has been reasonably successful and the Geology group will on some occasions continue to use a hybrid arrangement, as it gives access to speakers from around the world.
- Three new groups have recently been formed or are in the making and you are all encouraged to start a group if you wish to do so. We of course will modestly financially back you if you require funds. My many thanks go to all the group leaders for their dedication and commitment.
- We have had 3 members step down from the committee but fortunately two new recruits have joined leaving just one vacancy. I would like to thank the three leaving members, Rita Price, John Vooght and Louise French for their involvement over the past years. And would confirm that they remain U3A members."
- Keith continue by introducing the current committee members:- David Dickinson (Deputy Chairman), Julia Denton (membership secretary), Susan Thomas (Minutes Secretary), Roger Bray (Business Secretary), Ellie Bray (Treasurer), Laurence Hillel (Groups co-ordinator), Gill Dow and Pam Harman. Also, Vicky Illiffe who is not on the committee but arranges all the speakers for the coffee mornings.
- Keith also thanked the kitchen helpers, the welcoming personnel, the registering ladies and technical team. He commented that all the people he had mentioned carry out their duties most seriously and professionally bearing in mind all are volunteers and give up their time to make our U3A most successful.
- He went on to thank Lynne Dickinson for her special dedication all through Covid to keep everyone in touch and to produce not a newsletter but more a magazine which is worthy of any Fleet Street publication, without page 3!
- Finally, Keith remarked that there is a much better future for our U3A, more group activities, field and pleasure trips, and we have engaged a variety of good quality speakers for the rest of the year. He announced that we intend to hold an open day in the Roundswell Hall during the summer where all can visit and find out more about us. An announcement will be included in a forthcoming edition of the newsletter.

7. Election of committee

Keith read through the committee members continuing for the period 2022/23. With three members standing down, we have two new members Maureen Penny and Nigel Wright. The election of committee members was proposed by Rita Price and seconded by Vicky Illife, and unanimously approved.

8. A.O.B.

There was no any other business.

9. Date of next AGM

The next AGM will be held 2nd March 2023.

10. Close

Keith declared the official meeting closed at 10.50

The following notices were then made which were not part of the AGM but have been recorded within these minutes:

i) David Dickinson mentioned that the Garden Group was in need of a group leader if anyone was interested in taking on this role.

ii) Peter Christie would be giving a talk on Local History March 9th, as well as a lunch time talk at the Royal and Fortescue Hotel at a cost of £5.

iii) David explained that the new group 'How it works' would be led by members deciding what subjects would be discussed. It would include inside and outside activities.

Minutes of the 427th Meeting of Barnstaple Third Age Group Committee

Held on Friday 22 April 2022 at 10.00 a.m.

At Methodist Hall, Fremington

Present: Keith Luckhurst (Chairman), Gill Dow, Roger Bray, Sue Thomas, Laurence Hillel, Ellie Bray, Pam Harman, Julia Denton, Maureen Penny, David Dickinson, Nigel Wright

1.0 Apologies: None

2.0. Minutes of the meeting held on 18 March 2022

The minutes of the previous meeting were agreed - proposed by Sue Thomas, seconded by Maureen Penny

3.0. Matters arising

3.6.1. Publicity posters continue to be circulated

9.2. Sue(Treasurer) has been informed that there were 247 members as at 31 March 2022

10. The notice requesting information about the skills of members has been delayed

i **ACTION:** Laurence agreed to start writing the first draft of the notice and will request Keith and David to review.

10.1 Gill reported that hopefully someone has come forward to undertake the role of new group leader for Practical Gardening

2 **ACTION:** Laurence to confirm this

6.1 Roger has contacted National office regarding content for a new Compliance file, but with no positive response. It was agreed that there was little point in compiling a new, fully comprehensive file from scratch. However, Maureen pointed out that issues around GDPR were important and it was therefore agreed that at least the basics should be complied. This could include useful sources of information- eg.web sites - where anyone needing clarification on specific issues, could investigate.

Pam volunteered to become the new Compliance Officer and she, Roger, and Laurence would check to see if they had anything relevant which could be amalgamated to form the basis of a new file.

3 **ACTION:** Roger to forward 'Contents page' of compliance file to Pam; Done

4 **ACTION:** Laurence to forward notifications, sent previously to group leaders, concerning members' contact details and health issues to Pam.

6.2 Details of Braunton's coquet group were sent to the newsletter editor

7.1 Gill has sent emails confirming membership

7.2 Gill has established a Committee Group on Beacon

8.1 Group money is now being recorded on the monthly account summaries.

10.1 Still outstanding

- ≤ **ACTION:** Laurence to remind group leaders of the need to collect contact details of group members, to be used in the case of any emergency *Don*

Roger has been advised by national office not to get involved in first aid kits and training

11.0. Keith has reported back to Vicky re. March 'speaker'.

12.0. Laurence has contacted the member concerning inclusion of poetry in the newsletter.

12.2 The correct time for the Strollers group has been circulated.

13.0. Keith has established that Anne Widdecombe is available – see item 11 in main agenda.

14.0. Keith has provided Roger with a copy of the seating plan for Roundswell Hall

16.0. Pam has produced a rota of volunteers to help in the kitchen at the coffee mornings

Roger has updated and circulated the list of committee members

AGENDA ITEMS:

4 Chairman

Keith's information about speaker dealt with in item 11. All other information already covered.

5 National Office

Newsletters from National Office have been very lengthy of late and it was agreed that there was no need to circulate them to members, unless there was anything specific to our area.

Keith reported that u3a is offering a free, 8 week course to learn Ukrainian – for those who take in refugees

- 6 **ACTION:** Keith to arrange, via Lynne, for this to be included in the newsletter *Done*

6 Business Secretary

The annual return for the Charity Commission has been done, as has the return for u3a.

7. Beacon

Laurence asked if we need to encourage group leaders to use Beacon to keep records up to date. Gill offered to help record information on Beacon on behalf of group leaders if they were reluctant to do it themselves.

- 7 **ACTION:** Laurence to contact group leaders to highlight the usefulness of Beacon and keep Gill informed of any help required. *done*

8. Treasurer

Current balance is £10441.25, of which £567 is group money.

Following a query about the income and expenditure of the quarterly lunches, it was agreed that there was no need to create separate account.

9 Membership Secretary

We currently have 249 members, of which 14 are affiliated.

Julia questioned the need for membership cards. The fact that we do not issue them every year was causing some issues with one other u3a, who was asking to see them for proof of membership. It was agreed that our current system was working well and we do not want to the previous, somewhat cumbersome method of renewals.

There followed a lengthy, unresolved discussion about the need for affiliate membership.

8 **ACTION:** Keith to clarify with N Devon Link the necessity for 'Affiliate' membership and to check if they issue membership cards annually.

~~the~~ meeting ~~was~~ in
June some
time

10 **Groups CoOrdinator**

The new How it Works group is due to meet, for the first time, today. David has received 20 positive responses.

It was confirmed that 7 July 2022 would be our Open Day at Roundswell. Sue agreed to coordinate the event

9 **ACTION:** Laurence to draft an email, notifying group leaders, and send to Keith for his agreement, by the middle of May.

11 **Speaker's Secretary**

Keith asked for opinions of last coffee morning speaker and will feed back to Vicky a score of 8/10.

Keith announced that our speaker for May 2023 will be Anne Widdecombe. She makes no charge and offers 10% of any sales of books, back to the group. There followed a discussion about the number of people who might wish to attend this event and how to regulate and possibly, how to accommodate it. It was agreed that only u3a members would be able to attend, but we need to discuss this further.

10 **ACTION:** Keith to contact Tiverton u3a to establish what, if any, special measures they had to take to accommodate members wishing to attend the event.

12 **Newsletter Editor**

A reminder to everyone to submit items for the newsletter as early as possible.

13 **North Devon Link**

The next meeting is in June, date to be established.

14 **Roundswell Hall Rep.**

There will be an increase in fees for Roundswell Hall in 2022, notification of which we will receive soon.

Fremington Hall is increasing its fee from £20 to £24 from September 2022.

15 **Lunches and coffee mornings**

The Summer Lunch is on 16 June 2022

Coffee morning volunteers have been found.

16 **A.O.B**

David now has 2 volunteers to help set up at coffee mornings

Our June coffee morning is to be held on Monday 30 May as the hall will be closed on the Thursday due to the Queen's 70th Anniversary celebrations.

ACTION: Keith will advertise the 30 May coffee mornings at our meeting on the 5 May and inform Lynne for inclusion in the newsletter.

Date of next meeting - Thursday 12 May 2022 10.00. a.m. at Keith's house

Next coffee morning - Thursday 5 May 2022.

Keith thanked those attending and the meeting closed at 11.45 a.m.