

TAW U3A

Registered Charity No 1026238

MINUTES OF TRUSTEES MEETING NO 309

Held at the Beechfield Centre, Fremington at 2.30 pm on 30th August 2024

Present:

David Baker (DB)

Jill Baker (JB)

Carole Wardle (CW)

Alison Clayton (AC)

Valerie Fama (VF)

Veronica McLaughlin (VM)

Paul Boden (PB)

Richard Taylor (RT)

1. Apologies for Absence

Peter Robinson (PR)

Colin O'Brien (CB)

Bob Godfrey (BG)

Jackie Ward (JW)

Janet Stanley was absent (No apologies received)

(DB) did inform the meeting that there must be a minimum of 8 Trustees present to make decisions.

2. Any Co-Options

Paul Boden (PB) – New Webmaster

Proposer (DB) Seconder (AC) All in favour

3. To confirm any Conflicts of Interest

(DB) and (VF) did query if the Trustees felt there was a conflict of interest relating to the complaint of Paul Bate. After discussion it was felt there was no conflict as the complaint was against all Trustees.

4. To confirm Minutes of Trustees Meeting held on 24th June 2024

All in favour signed and dated

5. Any Matters Arising not on the Agenda

(a) Use of coaches update

(DB) reported that (PR) and himself had spoken to Graham King (GK) of Garden Days about Taw and Torridge Coaches requesting payment in advance and the problems that could arise for the U3A. They convinced (GK) to talk to Blakes and get quotes and also to talk to Taw about not paying a month in advance. This matter will be placed back on the Agenda when we get an answer from (GK)

(b) Group Coordinator Update and approve new Job Description

(RT) to be the new Group Coordinator – Proposer – (DB) Seconder (CW) All in favour

Revision of Job Description was approved – it will be placed on the Website

(c) Webmaster Update and approve new Job Description

(PB) has been Co-opted and approved.

Revision of Job Description was approved - it will be placed on the Website

(d) Sitting Pilates

(VF) reported that she understood the Leader had returned to the USA. It was agreed that the group information will be taken off the Website. (VF) will e mail the Group Leader

6. Correspondence

Correspondence between (DB) and Paul Bate (PB) had been previously circulated to the Trustees.

Lengthy discussion held.

(DB) reported that at the Trustees Meeting held on the 3rd October 2022 the meeting agreed that FaceBook use was growing slowly and the role of the FaceBook Administrator was approved. It was a Trustee Role. (PB) in attendance at this meeting

4th December 2023 – it was unanimously agreed at this Trustees' Meeting that the FB page would be closed. (PB) was again in attendance at this meeting.

It was agreed that (DB) would draft a reply to (PB) stating that his complaint is not upheld. He should have brought the matter back to the Trustees to go back on the Agenda if he felt that the FB page should be continued.

(DB) stated that ALL Trustees should read their Job Descriptions.

7. Items from the Chairman

(a) Programme for 2025

(DB) has tried to book the dates. There has been a slight problem with communication with Roundswell Centre but hopefully they will be ok.

We will be in the bar area for the October and December 2024 Trustee Meetings

(RT) will organise the Rota of Coffee Morning Hosts. (JB) informed him that the Sight Group cannot be hosts.

(b) Thank you Coffee Morning Update

(DB) reported that this has been booked at the Barnstaple Hotel on the 9th May 2025 a.m. A charge will need to be worked out for the Membership and this will be placed on the next Agenda

(c) 2025 Holidays and Annual Trip Update

Autumn 2025 – Peak District

(DB) to check with Blakes regarding a Norfolk/Suffolk Trip for May

The Annual Trip will be on the 11th June to Exmouth and a cruise up the Exe

(d) Update on Amendment to Constitution

(DB) reported that the Amendment to our Constitution was approved by National. The clause was therefore to be removed from the Constitution on our Website. (CW) to do this and forward to (DB) and (VF)

(DB) also reported that he has done the Annual Return. They have requested more information and he is submitting a copy of the signed Accounts. He will report back to the Trustees when he hears anything further.

(e) Chairing Coffee Mornings

(DB) and (PR) have agreed to chair Coffee Mornings as per the list supplied.

(f) Policies – Paper from (PR)

The Trustees thanked (PR) for his comprehensive review and approved that we can proceed on this. However, it is to be done in stages.

(DB) feels we are covered in Finance but will sit down with Colin and go through it.

(g) Membership

As of Monday 26 08 24 we had 473 members. 68 of those are Affiliated Members. 439 are on e mail. We have 14 members over the age of 90.

(h) Code of Conduct

The Terms and Conditions need to change to Members Code of Conduct on the Website and Membership Application Form. (VF) agreed to attach this to the next Newsletter.

(i) Grievance Procedure

This was discussed under No 6

8. Financial Matters

We are in a healthy position financially. However, we must not accumulate too much

9. To consider input from other Trustees

(a) Group Vacancies

(AC) raised the question of groups being full. Affiliated Members are only paying £2.50 and are taking group places. Full members should get priority. At the December Trustees Meeting we will consider Affiliated Membership and the cost.

(RT) agreed to go through the Groups and see where the vacancies are and let the New Members Table have an update.

(PB) raised the question of numbers of members at the Coffee Mornings. He agreed to do some investigation into finding somewhere larger.

(b) Groups for Solos

(AC) has been approached by certain members on the possibility of a group for Solos for dining out etc. (AC) confirmed there is someone willing to be a coordinator for it. An article will be placed in the next Newsletter.

10. Any Other Business

(VF) agreed to update the Group Leaders Contact List with there being change of leaders of certain groups

(VF) said that under the Job Description of Newsletter Editor that part of the role is collecting and distributing the Newsletter. This will be placed on the Agenda for the next meeting.

(JB) asked the meeting to propose any Speakers for the Coffee Mornings. The Air Ambulance, the Long Canoeist, the Lady who won the Race for Life were suggested.

(RT) said he will ask his Ukelele Group about playing at a Coffee Morning. It was agreed to put the Speaker's fee up to £100.

11. Date of Next Meeting

Monday 7th October 2024 @ Noon Roundswell Centre in the Bar.

Meeting Closed at 16.30