

**TAW U3A**

**Registered Charity 1026238**

**MINUTES OF TRUSTEES MEETING NO 308**

**Held at Roundswell Centre Barnstaple at Noon on 24<sup>th</sup> June 2024**

**Present:**

**David Baker (DB)**

**Jill Baker (JB)**

**Carole Wardle (CW)**

**Peter Robinson (PR)**

**Jackie Ward (JW)**

**Colin O'Brien (COB)**

**Alison Clayton (AC)**

**Bob Godfrey (BG)**

**Valerie Fama (VF)**

**Janet Stanley (JS)**

**1. Apologies for Absence**

Veronica McLaughlin (VM)

Richard Taylor (RT)

**2. Any Co-options**

There are none at the moment. This will be reviewed

**3. To confirm any Conflicts of Interest**

None

**4. To confirm Minutes of Trustees Meeting held on 22 April 2024**

All in favour signed and dated

**5. Any Matters Arising not on the Agenda**

(COB) confirmed Asset Register has been updated relating to the Cribbage Group

**6. Any Correspondence**

None

**7. Items from the Chairman**

**a) Celebration Coffee Morning**

(DB) reported this had been a success. It was decided that we would look at holding something similar in May 2025 as there is no coffee morning that month due to the May Day Bank Holiday

**b) Coffee Morning Dates and Amendments**

(VF) will send to all members details of the Coffee Morning Dates

## **8. Financial Matters**

### **(a) Financial Statement**

Our financial position is healthy.

A discussion was then held about Garden Groups Outings and the position with Taw and Torridge Coaches. It was agreed that Graham King should not be signing contracts that financially bind the U3A. (DB) and (PR) agreed they would arrange a meeting with Graham King to inform him that in future no contracts are to be signed by him. It is not possible as Trustees to cover the risk. Any contract should be signed by the Trustees.

It will also be stressed to him that he must be more inclusive on advertising his trips

## **9. Election of Office Holders**

### **a) Group Co-Ordinator (Post Vacant)**

(DB) to write to all Group Leaders to see if they wish to take on this role. Following the next coffee morning in July there will be a Group Leaders Meeting

### **b) Newsletter Editor**

(VF) confirmed that she is happy to continue in this role

### **c) Webmaster**

Currently (VF) but she does not wish to continue. There has been no response so far from the Members asking for someone to take this role on. (VF) advised she will place an article in the next Newsletter reiterating that she is not giving up editing the Newsletter! There will be a new web provider from April 2025. All confirmed that we are happy to move to the new web provider. There will be tuition from Siteworks

### **d) Membership Secretary**

Currently (VM), It was confirmed that she is happy to continue

### **e) New Member Officers**

(AC) and (JW) happy to carry on in this role

### **f) Beacon Administrator**

(DB) confirmed he will continue in this role but would like someone to “learn the ropes”

### **g) Annual Trip and Holiday Coordinator**

It was agreed that we would switch to Days Out Group organising the Annual Trip

Holiday Coordinator – (DB). There was also a possibility ((VM) may be interested in sharing this role and she will be approached.

### **h) Coffee Morning Speakers Co Ordinator**

(JB) is happy to continue in this role. She asked if a vote of thanks could be given each time to the Speaker by one of the Trustees

**i) Facebook Administrator**

This post was currently held by Paul Bate. It was agreed that (DB) would contact Paul and ask him to close the Facebook page down

**10. Holidays and Annual Trip**

**a) Holidays 2024 report** – The Isle of Wight trip in May had been a great success. The October trip to Wales was also proving to be popular.

**b) Annual Trip 2024 update** – The trip to St Fagans had been a successful trip

**c) Thoughts on 2025 Holidays and Annual Trip**

(DB) reported that he was looking at Eastbourne in May and the Peak District in October.

The Annual Trip will be on the 12<sup>th</sup> June. The suggestion for this trip is a cruise up the Exe

**11. Update on Beacon**

(DB) reported this will be done at the Group Leaders Meeting

**12. Changes to Policies**

After discussion (PR) agreed to check the Policies on the website and see if any changes may need to be made

**13. Facebook Page Update**

See 9 i)

**14. Chair Pilates**

It was agreed that the Group will be removed from the Website etc as nothing further has happened

**15. Tables at Coffee Mornings**

(JW) felt that tables should not be too large and too cliquey. We should aim to get new members welcomed at tables

**16. To consider other inputs from other Trustees.**

(COB) said that the Auditor felt that a move to the Beacon accounts system could be advantageous and (COB) said it should be something we should look at in the future

**17. Any Other Business**

None

**18. Date of Next Meeting-**

Friday 30 August 2024 @ 2.30pm. Venue : Beechfield Centre, Fremington

**Meeting Closed 1 pm**