

# **Tetbury u3a Committee meeting 10 February 2025, Upton Mill, Tetbury**

Present: Bernadette Bell, Martin Doidge, David Smith, Anne Cox, Maggie Smith, Maggie Roberts

Apologies: Alan Harris, Caroline Hose, Julia Walter

## 1 Apologies

The Chair informed the Committee of members unable to attend the meeting.

## 2 Minutes of meeting held 6 January 2025- matters arising, review and approval

The Chair reported back to Committee that she had spoken to Lawrence regarding finding a substitute for technical assistance at the Goods Shed in the event of his absence. Lawrence explained that instructions on how to operate the equipment could be found in a documents folder and the venue preferred their own volunteers to operate the equipment.

### **Action point**

Bernadette to consult with the Goods Shed to establish the best person to act as a substitute technician for u3a events at the Goods Shed.

The minutes were approved.

## 3 Updates from Committee members

### Chair - Bernadette

Bernadette shared information from her virtual attendance at the u3a Chairs' Forum: Recruitment & Retention of Group Leaders. The Committee discussed some of the practices shared in the Forum, for instance, payment of tutors to run groups. Another idea was for groups to have deputies. The latter was felt a good idea although it was acknowledged that some groups operate this system currently.

Bernadette met with the new General Manager of the Goods Shed, Richard Kingdom, to talk about the possibility of more collaborative events such as opening u3a speakers to the public. The latter was discussed and felt was not practical. A further thought was to have groups holding drop in sessions at the Goods Shed. This is to be discussed further.

A talk about the u3a was given by Bernadette to the residents at Steepleton in Tetbury and was well received.

Friday mornings at the Goods Shed continues to do well and Bernadette continues to interest people in the u3a by providing information in an informal setting in which

to discuss the organisation. Two people came along to the last coffee morning and have since joined the u3a.

#### Treasurer and Vice Chair - Martin

Financial report:

Martin reported that the accounts are healthy.

The historical balance from the social account has now been cleared.

A deposit account has now been opened and is a sub account of the main one. The deposit account gives instant access to funds and also pays interest.

Following a discussion on the healthy financial balance it was agreed we would no longer ask for donations for coffee and would look to offer a more sustainable and tastier coffee option to our members.

#### **Action points**

Anne to contact Judith to discuss the coffee change .

Admin:

Martin is now responsible for dealing with HMRC and Gift Aid.

Martin informed Committee that Maggie Smith has now been added to the main account, however, a previous Committee member cannot be removed due to technical reasons.

Bernadette still cannot access the social account and Maggie Smith needs to be added to this account. Martin will continue to try to resolve these issues. The problem is that Lloyds have rejected the proposed changes because the signatories are from previous Committee members.

#### **Action points**

Martin to continue to resolve these issues.

Martin explained that is difficult to use cheques with the social account.

We are now registered with the Charity Commission. David needs to be a deputy on the Charity Commission online account.

#### Members Secretary - Maggie Smith

Our total membership is 379 which includes two link members. We continue to attract new members and there have been 14 new members join u3a Tetbury since Maggie's appointment. There has been a resignation since the last Committee meeting.

67 members and two guests attended the January talk.

#### Speaker Secretary - Anne

Anne confirmed the speaker for this month's talk Port to Port – The Sharpness to Gloucester Canal was organised.

Anne reported back to Committee that she had had a useful meeting with other speaker secretaries in the Cotswolds district to share names of good speakers.

It was noted to avoid arranging talks in the school holidays.

#### IT Support -David Smith

David continues to make updates to existing groups and the website. It was decided it would be a good idea to provide a deadline for group leaders to submit group information for the new website

David reminded us that the existing "[name@tetburyu3a.org.uk](mailto:name@tetburyu3a.org.uk)" will end with the closing of the existing website which is expected to be in summer.

A reminder was given to the Committee to check emails sent to the current committee were the ones David gave in his report. Anne and Maggie would rather not use their private emails as correspondence emails and need to change their email addresses.

David is prioritising setting up the Group pages on the website. Submissions from the group leaders about their groups continues to be received. Thus far there has not been any objections from group leaders about using their names on the website.

#### **Action points**

Website email addresses to be sorted and given to David

#### 4 Discussion on Equality, Diversity and Inclusion

Anne had circulated a paper about Equality, Diversity and Inclusion prior to the meeting. A discussion was had to assess how far we are aligned to these values. It was felt that we do not work against these values but that we could work to include a more diverse age range. It was noted that some clubs run in the evenings which went some way to balance the number of groups which met in the day. The very name of the organisation was felt to be exclusive as the third age suggests an older audience. Bernadette would bring this point to the Chairs' Forum.

#### **Action point**

Bernadette to bring the Committee's thoughts on the name u3a to the Chairs' Forum

#### 5 Approval for Group Leaders Guidelines

The Committee approved the guidelines for Group Leaders document as presented to us by Martin.

#### 6 Any other business

Bernadette suggested an Open Morning at the Goods Shed and asked for dates and ideas to be brought to the next Committee meeting. Martin mentioned there had not been a new members event for a while and it was suggested the two events could be combined.

### **Action point**

Bernadette to check availability of the Good Shed on Sundays.

Bernadette informed the Committee that floodlights are to be installed at the new pitches, Sir William Romney's School

- 7      Date of next meeting  
Monday 24 March 10.00 Upton Mill

Dated 13/02/2025

