

Tetbury u3a Committee Meeting 24 March 2025, Upton Mill, Tetbury

Present: Bernadette Bell, Martin Doidge, David Smith, Anne Cox, Maggie Smith, Alan Harris, Caroline Hose, Maggie Roberts

Apologies: Julia Walter

1 Apologies

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

2 Minutes of meeting held 10 February 2025- matters arising, review and approval

The Chair addressed the action points from the February meeting.

- Judith Randall will provide Goods Shed support in the absence of Lawrence for u3a events

- The recent u3a Forum discussed the rebrand of the organisation. There is an ongoing discussion about its name and how to describe it

- To avoid delays in the coffee queue it was decided to set up a second table to allow members to collect their coffee. This would hopefully allow time for those who preferred stronger coffee to allow their bag to sit. In February's meeting Judith Randall had made a pot of coffee with the bags to reduce waiting time

- The Chair has spoken to the Goods Shed about availability for the u3a Open Day event

The minutes were presented approved and seconded as a true reflection of February's meeting.

3 Open Day Event

The Chair presented the dates provided by the Goods Shed and explained that it would be more expensive to hire the Goods Shed at the weekend. It was agreed the best date for the event would be Tuesday July 8 from 9.30-15.30. It was agreed a subcommittee should be formed to report back to the the main committee.

Members of the subcommittee are Anne Cox ,Caroline Hose and Maggie Roberts.

[Action points: Subcommittee to meet on 11 April](#)

[Bernadette to confirm July 8 with Goods Shed](#)

4 2026 Speakers Options

The list presented by Anne Cox was approved.

5 Updates from Committee members

Chair - Bernadette

Bernadette met with Richard Kingdom, General Manager at the Goods Shed.

Richard is keen for u3a groups to have the opportunity to occasionally meet in the Goods Shed, for example, the board game or French group. It would not

necessarily be the full group but a token group in order to promote u3a Tetbury, Promotional material would be made available and the u3a banner would be used. Someone should be on hand to be able to engage with any interest shown by members of the public as the groups would be engaged in their activity.

Carmel Burton will attend the Cotswold u3a Link meeting on behalf of Tetbury.

Treasurer - Martin Doidge

The accounts are in a sound financial position.

Bank changes have now been completed. Bernadette and Maggie Smith have view access only but Maggie cannot pay in cheques so her access will be increased to level 2 to allow her to make payments from new members into the account.

[Action point: Martin to action the level 2 status for Maggie](#)

Making Martin the prime access, rather than Alan, to submit Gift Aid is an ongoing issue with HMRC

[Action point: Continue to work to get this changed.](#)

Groups and Newsletter - Caroline Hose

Caroline reported she had plenty of reports from group leaders for the newsletter. The newsletter would also clarify that the coffee rota will rely on volunteers with sign up at the Speaker meetings. In addition, mention would be made of the Open Day.

Caroline has trained some Group Leaders on how to use Beacon. The committee agreed the training of Deputy Group Leaders should be optional.

Potential new groups which have not received enough support will be removed from the website.

[Action points: Caroline to include items in newsletter and remove potential groups from website](#)

Members Secretary - Maggie Smith

54 members and one visitor attended the March Speaker meeting. Maggie reported that, on the whole, the self checkin worked well provided someone was present to help. This checkin system will continue to be trialled.

5 new members have joined since the February meeting. There have been 2 resignations due to people leaving the area. U3a Tetbury currently has 382 members including 2 link members.

Maggie requested a New Member's Application form change in order to make clear that if someone joins the u3a in April or May the membership fee until 31 July will be £5. If a new member joins in June or July then the membership fee will be £10 and the subscription will last for 14 or 13 months respectively. This suggestion received committee approval

[Action point: Maggie to secure changes on the New Member's Application form](#)

Speaker Secretary - Anne Cox

Anne has thanked the speakers and made contact with the speaker for April.

IT Support -David Smith

David outlined the ongoing updates to existing groups and the website.

Work with Caroline regarding Beacon user permissions was up-to-date.

On the website Group pages have been set up and most of the files from the existing website have been downloaded to Google drive for backup and archive purposes.

Action points: David to continue with the work on website and groups

- 6 Any other business
None
- 7 Date of next meeting
Wednesday May 21 2025 10.00 Upton Mill

Dated 23 May 2025

