Tetbury u3a Committee Meeting 22 September 2025 Upton Mill, Tetbury

Present: Bernadette Bell, Martin Doidge, David Smith, Anne Cox, Maggie Smith, Caroline Hose, Mark Janaway, Maggie Roberts

1 Apologies
Alan Harris, Julia Walter

2 Minutes of meeting held 14 July 2025 - matters arising, review and approval

Actions points from the July meeting have been actioned (see July minutes 2025).
The minutes were presented, approved and seconded as a true reflection of the July meeting. The minutes of the Extraordinary Meeting were also approved and seconded as a true reflection of the the meeting held on 21 July 2025 at the Good Shed.

3 AGM - committee roles and schedule for notice of AGM and nominations
Bernadette Bell, Alan Harris (via email), Anne Cox and Maggie Cox made known they were stepping down from the Committee.

Martin expressed an interest to stand as Chair. This was met with approval but concern about finding a treasurer to replace him. It was agreed an email would be sent to members as soon as possible to ask for new committee members. This email would include a link to member roles. Martin would send the email after sharing a draft for thoughts from the Committee members.

Action point. Martin to send email to all u3a members asking for interest in joining the Committee

4 Data Protection - ensuring compliancy, evidencing it, storing evidence. Also induction of requirements for GDPR for new Committee members and group leaders

It was noted that members need to update their information if it changes. This should be done now.
On the renewal form members should sign to say their details are up-to-date. On this form the paragraph about legitimate interest should be more generic.
It was suggested that the data could be put as key points at the start of the document for new Committee members. Group Leaders Coordinator could do the same for new Group Leaders.
The Data Protection policy is to be updated and then circulated.

Action point. Member Secretary to send email asking members to check current information held for them.

5 Members' Survey

This had a 33% response rate. The committee discussed the process and results but now needs to decide what to do with the information gleaned from the survey.

6 New u3a trifold leaflet

A discussion was had regarding the need for a leaflet or whether it would be better to have a flyer and encourage people to use the website to find information. Mark will update the leaflet. It was felt there was still a need for a separate list of speakers. David will print sticky labels with the details of the new website so that leaflets with the old one can still be used.

7 2026 Speakers' List
This will continue to be printed for next year's speakers.

8 Beacon newsletter
Useful information will be shared in the newsletter moving forward, in particular useful IT information would be included.

9 Christmas lunch
Maggie has booked the Christmas lunch as 63 people have paid their deposit which covered the minimum number required for the venue. A deposit of £250 was required. The Committee approved this action

10 Purchase of Projector
A few groups have told Caroline they would use this. Committee would also find it useful. Martin said a good projector and screen could be purchased for between £300-£400. Committee approved purchase of said items up to £400.

11 Any Other Business - to include any updates from Committee members

Bernadette informed the Committee that t had been difficult to secure a place to plant a tree in memory of Jeremy North and she had spoken to his partner, Ann, and agreed that nothing would now be done. She went on to say that some members had asked her if she could mention Ann's contribution to the u3a which she had done at the start of the September meeting.
Bernadette has had a query about the possibility of boules. She has also been approached by Ken Richardson who would like to give a talk on heat source pumps. Details have been passed to Anne. Following a discussion about speakers, Martin mooted the idea about offering smaller niche talks from members for no fee.

Martin reported that financially everything was fine and he had circulated the accounts ahead of the meeting. He made the Committee aware that with Alan stepping down Maggie Smith has the authority to approve payments so we still have three people on committee who can do this and there can be checks in place.

Caroline informed the Committee that a Meditation and Mindfulness group has started and meets every Friday. There also seems to be interest in Pickleball and work is being done on finding a venue and programme. People can have taster sessions at the Activity zone in Malmesbury.

A Creative Writing Group 3 has started and there are suggestions for an Aviation and Classic Cars group as well as a Spectator Discussion group.

Mark proposed surveys on more specific topics be done in the future. Two suggestions given were the website and talks. The idea met with enthusiasm.

David suggested an electronic signature on the AGM form which was thought to be a good idea.

Maggie Smith. At the September monthly meeting 62 attended the talk on Purcell. 23 new members have joined since the last meeting and 50 have joined since the Open Day. Currently, we have 420 members and 2 link members. This figure includes 21 outstanding renewals. Maggie suggested sending an email to Group Leaders to suggest they should check on Beacon if any members in their group are in red and remind them to renew their u3a subscription. Maggie will remove those who have not paid and whose names are in red on Beacon by 31 October.

Third Age Matters printed copy. Maggie suggested dropping this an an option on the membership form for next year as there are only three people who request this. Committee approval was sought and given for this suggestion.

12 Date of next meeting
3 November 10.00