Charity Registration Number: 515733

Minutes of Tynedale u3a Committee Meeting held on Thursday 22nd May 2025 at Hexham Golf Club

Present: Barrie Mellars, Michael Brockway, Ian Diggory, Tim O'Brien, Steve Rozario, John Dark, Kate Stephenson, Fran Fuller, Andrew Rigg and Ann Atkinson.

No.		Action/ person
1	**Welcome and Apologies:** No apologies	
2	**Minutes of last meeting:** Minutes were accepted as a true record.	
3	**Matters Arising:** Steve informed that one person had asked for transport in relation to the Garden Party	
4	**Chair's Report**: Garden Party – Barrie informed that there were a number of options that could be used for online booking for the Garden Party and future events. He informed that he had been in contact with Eventbrite and had sent details to Fran and Andrew. He shared on screen what Eventbrite would look like and the costs involved which were felt to be excessive. Bookwhen was another booking system which he illustrated which on the face of it looked quite good and was cheaper. These two options could not manage dual pricing. Alternatively Google forms could be used which we have used before. Following discussion about the costs and some concerns about payment options in relation to Bookwhen, it was decided that there was a need to give more time to consider the booking system most appropriate for managing events online. In the meantime, given the urgency of having a booking system for the Garden Party, it was decided that we use Google forms in this instance. Barrie agreed to be the contact and to set up the Google form and link which would need to be sent to Tim to put in the newsletter and Michael to put on the website. Kate would need to be informed by Barrie of the names of attendees who had registered to attend the Garden Party. It was stated that the form should also ask for the names of all attendees (members and non-members) being booked for the event and a final date for a response to be included.	BM TB MB
5	**Business Secretary's Report:** Ann informed that she had provided an update of all committee members on the Charity Commission website and had forwarded to committee members the Third Age Trust May update.	
6	**Treasurer's Report:** Kate informed that we had £15,000 cash as of 12th May 2025. In relation to the forecast we were £1000 better off than what we had budgeted. Working capital is within expectations.	
7	**Events Secretaries Report:** Fran informed that at the monthly meeting there had been a good response to all the events planned. Transport for Marchmont had proved difficult but she had managed to arrange for Tynedale Coaches to take 20 – 24 people for £300. She informed that she had tried to put details of events on Facebook without success. Barrie informed that he needed to approve before they went on Facebook and to let him know if something was waiting to be approved. Twenty had signed up for Marchmont House so far and 10 members had signed up for the walking tour. There was still time to get	FF

	additional members signed up for Tanfield and Ad Gefrin visits in September. The December visit to Wallington with tea looked like it would reach capacity with 21 signed up to attend. Fran would use Google Forms for the trips and bookings would also need to be available through the website with a link to Google forms. John suggested that Fran and Andrew's email addresses should be on the Events webpage so that members knew who to contact if they had any queries. Michael to add details to the Events webpage. Andrew informed that he had 22 members signed up for the Nissan trip so would have to consider arranging for two groups to visit. The cost is £500 for 15 people. A trip has also been arranged to Harrison and Harrison Organs and the Oriental Museum, both in Durham. Andrew will provide details for the newsletter.	MB AR
8	**Group Liaison Secretary's Report:** Steve informed that some of the u3a groups will have a stall and showcase what they do at the Garden Party. A new group convened by Susan Turnbull on British Sign Language has attracted 10 members. Steve is meeting with the convenor of the Modern Greek group which has had difficulty getting off the ground.	
9	**Newsletter Editor's Report:** Tim informed that he had been asked to advertise details of a Fashion Week organised by the Doddie Weir Foundation at the Mart. It was suggested that this should be put on Facebook. He had also received an email from a Dr Taylor from Oxford University who is leading a research project on Health and well-being of older people who have been in care and would like details put in the newsletter. Having been ensured that he was bona fida, it was agreed to include in the newsletter and suggested that any further requests of this nature be judged on merits and appropriateness. Tim informed that he would be finishing in his role as newsletter secretary in March and felt that members should be informed in good time to get a replacement to fill his role. It was stated that details could be put in the newsletter and on the website and Barrie would also raise at monthly meetings.	TB/BM MB
10	**Programme Secretary's Report:** 99 members attended the May monthly meeting and it was well received. Barrie informed that there were only 35 views of the video. Ian informed that next month's meeting was Barrie Mead talking about archaeology in Northumberland and in July the speaker would be talking about Images from the Durham Advertiser from the 1930's – 1950's. There were no meetings in August. Ian informed that he had also been approached by Ian Jackson who had a new book out and would be interested in talking to the u3a again. December was felt to be a good time for this.	
11	**Membership Secretary's Report:** John informed that there had been 3 new members this month. There was a need to discuss the membership costs for the forthcoming year and it was suggested that this be put on the agenda of the next meeting. John had organised the next coffee morning for Friday 27th June at at 11.00am. He stated that 70 people had joined u3a in the last year and had not attended a coffee morning. He expected 20-25 attendees.	AA
12	**Beacon Administrator and Website Manager's Report:** Michael reminded all committee members to send him information that they wanted included on the website. It was noted that next month's monthly meeting was not on the website. Ian to send Michael details of all future talks that have been arranged to put on the website. Following discussion it was decided that Michael should revamp the front page of the website and put in a new picture.	ID MB
13	**Regional and Third Age Trust**: Barrie had no information to report. He stated that he had offered Wendy the opportunity to inform about regional events at the monthly meetings.	
14	**A.O.B:** Tim asked if we need to add the Vice-Chair to the newsletter and this was agreed i.e. Vice Chair and Membership Secretary. It was also asked whether we should have our photographs on the website so that we are identifiable easily to members. Barrie suggested that member facing roles should be included i.e. Chair, Membership Secretary,	TB

	Events Secretaries and Group Liaison Secretary. Arising from this was that every committee member should have a lanyard with our names and roles clearly displayed. John will do a mock up for this and circulate to everyone and Andrew will print and encapsulate once decided. Ann asked if a committee member would carry out the count at the monthly meeting as she was unable to attend and Kate agreed.	JD AR KS
15	**Date and time for next meeting: Wednesday 25th June at 3pm**	

Meeting ended at 15:45

Minutes Approved **Dated: 25th June 2025**