

Minutes of Thornbury u3a Committee Meeting held at 14:00 on Friday 11th July 2025 at Christ the King church

1. Present:

Roger Steer, Paige Warr, Val Ricketts, Helen Moszoro, Steve Wells, Pat Light, Pat Wells, Sue Bilson, Peter Rendell, Rita Goss. Stephen McNulty (observing)

2. Apologies for Absence

Sue James

3. Approval of Minutes of last Committee meeting 9th May 2025

These were approved unanimously and have been placed on Dropbox.

4. Actions from the Previous Meeting

Helen has approached the Bristol Deaf Centre but they are understaffed and cannot consider requests until (hopefully) September.

5. General Items

i. New committee members

Val and Rita have completed their paperwork to become Trustees

ii. Leaders Lunch

Helen has booked the hall, and discussed with the Catering Group and the Wine Group. She has provisionally booked Butties to supply the buffet.

Helen will send out invitations to Group Leaders (including the reminder that only one rep for each Group should be included)

iii. Succession planning

Due to the requirement for committee members to serve only 3 years we will have 3 vacancies in 2025. (Chair, Vice-chair, and Beacon manager). We are still actively seeking volunteers for these roles.

iv. Policies. It was agreed that unless otherwise identified the standard models provided by the Third Age Trust can be used.

Already checked and found to be adequate for Thornbury u3a

- Safeguarding,
- Equality, Diversity and Inclusion

- Accessibility
- Finance
- Risk Management

Still to be examined

- Complaints Procedure - to be checked by Paige
- Copyright Policy - Roger will arrange for checking by his wife
- Data Protection - to be checked by Peter
- Disciplinary Procedure – to be checked by Stephen
- Members Code of Conduct – to be checked by Pat L
- Privacy Policy - to be checked by Peter

v. Issues from Equalities Law interpretation

It was noted that the Supreme Court interpretation of gender is unlikely to affect u3as but the Third Age Trust is investigating and we will await guidance.

vi. Feedback on Open Talk (Dogs).

80 people attended and a collection of over £200 was taken for the Medical Dogs charity. It was noted that the speaker was particularly impressed by the AV support in St Mary's church.

vii. Update on High Street Planter

Sue J reported that the planter will be placed near the Co op in the high Street.

viii. Open meeting suggestion – wine tasting?

This was initially suggested as a recruiting exercise for the Wine Groups. However, it was agreed that this was not appropriate for an Open Talk session.

ix. Potential further Open Talks

Roger will circulate the other suggestions we have received for consideration, including the possibility of a wider wine information talk. It was agreed that we should aim for 4 Open talks per year.

x. Armstrong Hall update

Paige reported that work has started on the first phase with completion expected by December. Funds are not yet available for further phases.

Rita is taking over from Paige as the main contact with the Armstrong Group

xi. TAT Survey (completed by Roger)

This turned out to be very basic information being sought

6. Reports

i Treasurer's Report:

Sue B will complete the annual report required by the Charity Commission (with help from Steve Hughes if necessary). Sue asked if there was a method to identify Group Treasurers as a Group in Beacon Steve explained that the only Group Roles in Beacon are Group Leader and Group Admin.

Report accepted and placed on DropBox

ii Membership Report:

It was noted that we have passed the 1500 members mark. Both Coffee mornings and New Members Meetings have resulted in new memberships

Report accepted and placed on DropBox

iii Group Co-ordinator Report:

The AI Group have suggested that other Groups should report on whether they use any AI tools. **Helen to contact Groups**

iv Beacon Report:

Report accepted and placed on DropBox

v Webmaster Report:

Report accepted and placed on DropBox

vi Equipment Report

Roger reported that the updated Equipment register is on DropBox.

Helen has received a donated laptop, which will be added

vii Health & Safety Report:

No new events

7. AOB

It was agreed that changes to Group details (changes of Group Leader/Contact points/venues/times etc) are to be reported by the Group to the Beacon Manager and to the Groups Coordinator. The membership secretary should also be informed so that Group badges

can be updated. (Secretary's note: Group Leaders have the right to make these changes in Beacon (and, I think, on the Website)

Procedure for review of newsletter

It was agreed that the draft should be sent by Peter to the Chair, Vice-Chair and membership Secretary for review - with a 7 day cut off for responses to be actioned by Peter prior to publishing.

Pat Wells Secretary

15th July 2025

Next Meeting 26th September 2025