

Minutes of the Coquetdale u3a Committee Meeting held on 26.9.25

Present:

Vivienne Fleet, Chair; Caroline Johnston, Business Secretary; Susie Amodio, Interest Groups Coordinator; Stephen Hall, Health and Safety Officer; Sue Ogilvie, Committee Member; Josie Kielty, Committee Member, Chris Brooking, Committee Member.

1. Apologies

Ian Mayfield, Treasurer and Membership Secretary

2. Minutes of the meeting 3.7.25

Accepted as a true record.

3. Matters Arising

3.1 Printed leaflets have been distributed as agreed.

3.2 Query over the need for an independent accounts examiner has been resolved, and we are fine to continue as we are.

3.3 Website membership page has been updated as agreed.

3.4 GDPR training for new committee members to be scheduled for October **VF**

3.5 Succession planning to be revisited at a later date.

3.6 Role descriptions have been updated as agreed. They will be circulated with the minutes. Office holders to review and discuss any suggested changes online. To be agreed at the next meeting. **ALL**

4. Financial Report

4.1 Current balance is £5094.61

4.2 The bank is introducing account charges, but they are minimal, and it was agreed it is not worth changing.

4.3 The use of finance booklets by Group Leaders was discussed. The importance of using the booklets was stressed. There could be issues with an external financial audit. Ian to check and report back on the use of the book. Susie to discuss the need for financial reporting with Mike Jevans at one of the table tennis meetings and to report back. **IM/SA**

4.4 It was agreed that we will donate £50 towards the Golf Club firework display.

5. Membership

5.1 According to the latest figures, we have 173 paid up members, with 23 not responding to the final reminder. Ian to provide a list of the 23. **IM**

6. Committee Admin

- 6.1** Transfer of membership details to Group Leaders was discussed. It was agreed that it is not appropriate to share full membership list with Group Leaders under the terms of the GDPR. Group Leaders do, however, need emergency contact details for group members, and need to know if people attending their groups are paid up members. All such information must be kept secure. The Gardening Group seems to handle the process of obtaining emergency contacts very well and could be used as a template. To be discussed at the Christmas meeting of Group Leaders. **SA**
- 6.2** New members meeting to be held 5.11.25 at 10.30 (10.00 for committee members and Group Leaders). New members need to receive a personal invite - Susie to obtain a list from Ian. **SA/IM**
Cakes and Bakes have been approached to provide food. Agreed to order a mixture of cakes and traybakes, based on numbers.
- 6.3** Only one member requires a paper copy of the newsletter, Ian to confirm that he delivers this by hand. **IM**

7. Social Events

- 7.1** The summer quiz was a great success. Thanks to Josie for her organisation. She will contact Pete Burrow about dates for a January quiz. It was suggested that people are allocated to teams on arrival. The quiz will be promoted in the Nov/Dec newsletter. **JK**
- 7.2** The August outing went well. Next year will be a visit to the Great Tapestry of Scotland. The curator is booked to deliver a talk earlier in the year, which should increase interest amongst members.
- 7.3** Proposed date for Pie and Punch is Friday 5.12.25, at the Queen's Head. Susie to book the room, and include details in her letter to Group Leaders. The focus for discussion will be around group membership and emergency contacts. **SA**

8. Monthly Meetings

- 8.1** The September meeting (Mountain Rescue) was well attended. There was an issue with the microphone, which may be related to the new projector. Vivienne to investigate. **VF**
The meeting on 20.10.25 is local historian Phil Huntley talking about New Moor House Crossroads. Volunteers are needed for refreshments. Sue and Caroline will step in if nobody volunteers. We need to keep the bag for the new members meeting.
- 8.2** The Annual Lecture will be given by Alan Beith on 23.11.25 at 2.30 for 3.00pm.
- 8.3** The 2026 talk programme is mapped out. Vivienne to let Caroline and Chris have a copy for circulation / website. **VF**

- 8.4** The first Digital Skills Training session has been booked for 10.11.25, there two confirmed attendees so far. Vivienne to book the smaller room. **VF**
Sessions to be promoted in the next two newsletters. **VF**
Susie to ask Group Leaders to promote sessions to members. **SA**

9. Wider u3a

- 9.1** Wooler u3a are considering breaking away from the national group, and are carrying out a feasibility study. If they go ahead, we would not be able to merge with them in the event of our Chair and Treasurer posts not being filled next year. Vivienne to attend the Oct/Nov Zoom call to get more information. **VF**
The other possibility is a merger with Alnwick, although they have a different fee structure, which could be an issue.

10. AOB

- 10.1** We have been asked to promote dance session in Harbottle in our newsletter. Susie to ask the Ceilidh Dance group leader to promote to their members. **VF**
Vivienne suggested including the sessions in the next Members' News section of the newsletter, providing any of the participants are u3a members.

- 10.2** The next newsletter needs to be circulated w/c 13.10.25 **CJ**
Susie to provide copy on the new French Conversation group, and the Creative Writing group, which is in danger of folding. **SA**

11. Date of next meeting

Friday 28.11.25, 3.00pm, The Queen's Head.