Minutes of the Coquetdale u3a Committee Meeting held on 10.04.26

Present:
Vivienne Fleet, Chair; Ian Mayfield, Treasurer and Membership Secretary; Caroline Johnston, Business Secretary; Sue Ogilvie, Committee Member; Chris Brooking, Committee Member; Tony Myers; Treasurer Elect (for Item 4).

1. Apologies

Stephen Hall, Susie Amiodo, Dave Fleet, Clare Lendrem

2. Minutes of the meeting 04.02.26

Accepted as a true record.

3. Matters Arising

3.1 Copies of Third Age Matters magazine are now being delivered to committee members. It was suggested they are stored in the cupboard in the Jubilee Hall.

3.2 All necessary financial information has now been received from groups.

3.3 Donation to Over the Bridges to be revisited later in the year.

3.4 Most of the office role descriptions have been update. Treasurer and Membership Secretary to follow once new officers are in place.

3.5 Committee minutes are now more prominent on the website. Sue Ogilvie has agreed to assist with website admin.

3.6 Vivienne confirmed that there is no issue with insurance for non-members attending taster sessions.

3.7 The Nordic walking group may continue, updates to follow.

3.8 The online welcome pack for speakers is not going forward.

3.9 Wooler have decided to remain with the u3a.

3.10 Ian will continue to update the village notice board, and deliver hard copies of the newsletter.

4. Financial Report

4.1 Final balance for the year is £4817.18. Figures have been sent to the Examiner, and a final version will be prepared for the Annual Report.

We are close to the £5000 limit which would require us to register with the Charity Commission. Attempting to stay under this threshold would limit our activities, and both Ian and Tony advised that this would not be onerous. On this basis, we agreed to continue with our plans for the year, and to use some of our balance to subside member events such as the garden party and summer outing. We will register with the Charity Commission as necessary.

4.2 Agreed to hold subscriptions at £10 For next year.

4.3 Ian is currently drafting a financial policy, which he will share with Tony.

4.4 Tony will need to be added to the bank mandate.

5. Membership

5.1 Membership at the end of year stands at 210.

6. Committee Admin

6.1 Following the withdrawal of the prospective new Chair, succession is once again an issue. Agreed to send a standalone email alerting members, and asking them to consider taking on the role. Vivienne to draft text and circulate, Caroline to send the message on Monday 13.4. **VF/CJ**

Several committee members are stepping down, leaving us with three vacancies. Vivienne to confirm that Clare wishes to remain on the committee, and to call for new members in the next newsletter, to be circulate by Wed 15.4. **VF/CJ**

Tony Myers has joined the committee, proposed by Vivienne, Seconded by Ian, and agreed unanimously.

6.2 Nomination forms completed for all members present who are continuing on the committee. A form was completed to be signed by Dave. Clare to confirm her continued membership.

6.3 Sue has volunteered to assist Chris with maintaining Coquetdale u3a website.the website. Chris confirmed he was waiting for the February minutes to be approved before creating a section on the website for 2026 minutes.

6.4 Discussion of Risk Assessments postponed, as the Groups Co-ordinator needs to be present.

It was noted that Stephen Hall is stepping down from the committee. We would all like to thank him for his work on the committee, particularly in setting up our risk assessments. He will be sadly missed.

6.5 The Annual Report must be issued by 25.5.26, ahead of the AGM on 15.6.26. Vivienne to draft the report after the next monthly meeting, for circulation to members, with the Financial Statement. **VF/IM/CJ**

6.6 We have received an enquiry about setting up a running group. Susie is liaising with the enquirer.

6.7 Susie is working on the new advertising leaflet. **SA**

7. **Social Events**

7.1 Confirmed that non-members are not able to attend day trips.

7.2 The Board Games group will be opening their session to non-members on 11.5, as part of a range of activities hosted by The Queen's Head in support of Mental Health Awareness Week.

Paul, who runs the Ukulele Group, would like to have a stand at Rothbury House on 27.6 for Armed Forces Day, to promote the positive contribution of the the u3a to residents. Agreed to spend £10 on promotional materials to support this. Vivienne to advise Paul Johnson the committee had agreed to u3a participation in the RAF event but on the proviso we can find members willing to assist on the day. **VF**

The Wildlife Trust have approached us requesting a meeting with our members. They may be able to fill a gap in out monthly talks schedule.

7.3 Cost of the Afternoon Tea is £14pp, plus £75 Rome hire. Agreed to cover the room hire from funds, and subsidise the cost of the tea, charging £11pp.

There are issues with the organisation of the Summer Quiz, due to the depleted committee. Agreed to cancel this year.

8. **Monthly Meetings**

8.1 The speaker for April meeting is Bob Pullen, on Sleep and Dreams. The speaker for May has cancelled. Vivienne is in the process of finding an alternative speaker.

8.2 The next Digital Skills session is Tuesday 14.4. Ian to cover. **IM**

9. **Wider u3a**

9.1 Caroline to submit the Annual Return by 30.4 **CJ**

9.2 The North Northumberland Network will hold their first in person meeting on 17.7. Vivienne/new chair to attend.

10. **AOB**

None.

11. **Date of next meeting**

AGM, 15.06.26.