

# Exeter u3a

## Minutes of a meeting of the committee held on 22 May 2025

**Present:** Terry Ancell (Chair), Virginia Rosenfeld (Vice-Chair), Ann Harper (Secretary), Rosie Hydar (Treasurer), Ian Murray (Membership Secretary), Annabel Nater, Anne Barlow, Mark Hall, Harriet Smith, Elaine Thornton, M.J. Morgan (minutes)

### 1. Apologies for absence

None

### 2. Welcome

Terry welcomed the committee to its first meeting of 2025-2026, particularly Elaine Thornton, attending her first meeting. He encouraged everyone to share queries and experiences in order to find solutions and enable the committee to run smoothly during the coming year

### 3. Banking arrangements

Following Bill Cross's resignation from the role of Secretary, he will no longer be a signatory to the Exeter u3a bank account, leaving 3 signatories: Terry (Chair) Rosie (Treasurer), and Ian (Membership Secretary). It was agreed that Ann H, as new Secretary, should be added as a fourth signatory

**Action:** Terry and Rosie to remove Bill as a signatory and add Ann H

### 5. Updating information with the Charities Commission and the Third Age Trust

5.1 Charities Commission: Ann H will take over Bill's login and role for this. Elaine & Harriet need to be added as Trustees. There was some confusion over whether this is a paper or electronic exercise (Ann H will investigate)

5.2 Third Age Trust: Ann H will also take over Bill's login and role for this and will supply the Trust with an updated list of committee members 2025-2026

**Action:** Ann H to update both organisations as required and report back to next committee meeting

### 6. Updating website and Newsletter information

6.1 Website: **Action:** Terry to ask Bob Cottis to update information about the 2025-2026 committee

6.2 Newsletter: **Action:** Virginia to add Harriet & Elaine's photos and contact details to the Newsletter template

6.3 Virginia raised the issue of the generic Newsletter email address being full due to volume of reports/photos

**Action:** Mark to ask Dave Parsons about increasing capacity

6.4 Generic role-based email addresses (e.g. [chair@exeteru3a.org.uk](mailto:chair@exeteru3a.org.uk) etc): It was agreed that these should always be used to contact 'officers' on the committee, rather than their personal email addresses. It is unclear whether there is a generic email address for the role of Vice-Chair

**Action:** Terry to check this and discuss with Virginia

## **7. Beacon permissions**

Mark reported that he has updated all of these relating to the committee

## **8. Timetable of events and deadlines 2025-2026**

This was updated recently by Virginia and circulated to committee members. To add/amend:

- Open Day at St Stephen's 25 September (replaces September monthly meeting)
- Carolsing at the Mint 18 December (replaces December monthly meeting)
- Groups Fair at the Mint 22 January (replaces January monthly meeting)
- Team lunch at Exeter College January 2026 (date tbc)

Noted that room bookings will need to be made for all of these and that speakers will not be required where events replace the monthly meeting

**Actions:** Ann H to check room bookings at the Mint. Anne B to book St Stephen's for the Open Day. M.J. to book Exeter College (in the autumn) for the team lunch. Terry to liaise with the speaker team about monthly meetings. Ann H to put the Open Day on the agenda for the next committee meeting and circulate/table report on the 2024 event to inform planning

## **9. Co-options**

Ann H reported that a member, Sue Spence, has indicated an interest in joining the committee as a co-opted member

**Action:** Ann H to invite her to attend the next committee meeting

## **10. Any other business**

Ian reported that a number of members who had not renewed membership remained on Beacon and as group members

**Action:** Ian, Annabel and Mark to liaise to discuss/resolve

## **11. Date of next meeting**

Monday 2 June 2pm at the Mint