

**Blackbourne U3A**  
**Minutes of Committee meeting 10.00am, 07 January 2025**  
**Conservatory, New Green Centre, Thurston**

**Present**

|                |                       |
|----------------|-----------------------|
| Liz Morgan     | Chair                 |
| Sue Adams      | Secretary             |
| Brenda Last    | Treasurer             |
| Julie Cubitt   | Joint Names Registrar |
| Stephen Cubitt | Joint Names Registrar |
| Chris Ives     | Membership Secretary  |
| Sarah Robinson | Assistant Treasurer   |
| Bill Blackaby  | Minutes Secretary     |

**Apologies for absence**

Gerri Collingwood    Interest Groups Co-ordinator

| Ref | Item  | Action by   | When by     |
|-----|---|---|-------------|
| 1.  | <b>Minutes of previous meeting:</b><br>30 September 2024 were signed by the Chair as a correct record.  |   |             |
| 2.  | <p><b>Matters arising</b> (those not dealt with through agenda):</p> <p>(i) <b>Documentation for succession:</b></p> <ul style="list-style-type: none"> <li>• Will be a continuing agenda item. Brenda has compiled file of Treasurer’s activities and will pass to Sue for retention.</li> </ul> <p>(ii) <b>Chair layout for lectures:</b></p> <ul style="list-style-type: none"> <li>• Chair layout successful – Sue to confirm with NG re future meetings. <b>Action complete.</b></li> </ul> <p>(iii) <b>Store cupboard:</b><br/>Asset list to be drawn by Brenda up against purchases made in the accounts. <b>Action carried forward.</b><br/>Brenda will remind Interest Groups to provide list of assets they hold.</p> <p>(iv) Third Age Trust (TAT) AGM Voting – Liz agreed to sign up to vote. All in favour of the proposed resolution to amend the TAT Articles of Association as circulated previously. <b>Action complete.</b></p> | <p>)</p> <p>)</p> <p>) <b>Brenda</b></p> <p>)</p> | <b>ASAP</b> |



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|----|---|----------|------|
|    | <ul style="list-style-type: none"> <li>• 2025 AGM: <ul style="list-style-type: none"> <li>○ Sue will send out a prior notification requesting expressions of interest to join the Committee and giving notice that Brenda and Sue will be standing down at this AGM.</li> <li>○ Sarah standing down as Assistant Treasurer but will continue on committee</li> </ul> </li> </ul> <p>All other existing members of the Committee will stand for a further year.</p>  |          |      |
| 5. | <p><b>Membership Secretary's report:</b></p> <ul style="list-style-type: none"> <li>• New members added as follows: <ul style="list-style-type: none"> <li>October - 9</li> <li>November - 5</li> <li>December - 4</li> </ul> </li> <li>• Membership now stands at 550.</li> </ul>  |          |      |
| 6. | <p><b>Interest groups</b> Co-ordinator's report: Geri provided a written report:</p> <ul style="list-style-type: none"> <li>• Creative Writing group relaunched as "Writing for Fun" (Ann Hunter), also have updated timing of meetings.</li> <li>• Improvisation group (Ali Turnbull) continues to struggle, confirmed that contact details are noted on the web site.</li> <li>• Art group leader is now Helen Mason.</li> <li>• Ann Hunter keen to start a walking group – "Even Shorter Walks", committee support this.</li> <li>• A 3<sup>rd</sup> IT support session held at Thurston Library in November – very popular.</li> <li>• Playreading group presented an entertaining afternoon at Thurston Library in December.</li> <li>• Promotion of Groups – tables will be made available to groups on Monday lecture days to promote their activities. Liz to liaise with Geri</li> </ul> | Liz/Geri | ASAP |
| 7. | <p><b>Beacon Management System update:</b></p> <ul style="list-style-type: none"> <li>• Stephen reported that several Interest Groups have still to use Beacon. Committee supported the approach that Stephen to liaise with the Group Leaders and acquire their membership lists for inputting on the Beacon system. Once completed this will assist with analysis of use of Blackbourne U3A.</li> </ul>   | Stephen  | ASAP |

|     |   |                                       |                                    |
|-----|---|---------------------------------------|------------------------------------|
| 8.  | <b>Promotion of Blackbourne U3A:</b> <ul style="list-style-type: none"> <li>Liz had previously circulated a paper from the U3A Chair's Forum titled "FROM BABY BOOMERS TO GENERATION X" highlights the differing responses to promotion across the two generations.</li> <li>Bill to contact parish magazines in the district to share information on U3A activities.</li> <li>Chris reported a new member may offer to set up a Facebook page, Brenda and Bill will meet them to discuss.</li> </ul> | <b>Bill</b><br><br><b>Brenda/Bill</b> | <b>31/01/25</b><br><br><b>ASAP</b> |
| 9.  | <b>Any other business.</b> <ul style="list-style-type: none"> <li>Store cupboard – if needed agreed to change padlock.</li> <li>Christmas social – noted it was very well received.</li> </ul>  |                                       |                                    |
| 10. | <b>Date of Next Meeting:</b><br>Tuesday 11 March 225 at 10.00am, Bowden Room, New Green Centre, Thurston.   | <b>All to note</b>                    |                                    |
| 11. | <b>Meeting closed at: 12.00.</b>  |                                       |                                    |

Signed: .....Chair

Date:.....