

MINUTES OF COMMITTEE MEETING

Held on Monday, 13th April 2026 at 11.00am Broom Church

Present: Mary Fyfe (MF), Allison Kershaw (AK), Alison Gordon (AG), Hazel Dunnachie (HD), Shirley Thorogood (ST), Jacquelynne Shore (JS), Les Rigg (LR)

Apologies: Annie Wills (AW)

| No. | | Action |
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| 1. | <p>WELCOME – MF welcomed everyone to the meeting which commenced at 11.00am.</p> | |
| 2. | <p>MINUTES – Minutes from the last meeting held on 9th March 2026 were approved.</p> | |
| 3. | <p>MATTERS ARISING FROM PREVIOUS MINUTES – None</p> | |
| 4. | <p>CORRESPONDENCE – SECRETARY’S REPORT There were 5 items: (1) Shape the future of the u3a, two hundred u3a Groups to be selected to take part and to advise who they are, what interests them and how they experience the u3a (2) u3a Festival 26. The Event is almost sold out with a few remaining for Friday. Festival Organisers looking for help with volunteers for walking football, croquet and would like musical groups such as ukulele or guitar to perform. (3) Third Age Trust will in future issue publicity updates quarterly. This information will be passed to an assigned committee member for onward transmission. (4) Role Descriptions and Template have been updated and issued. Next update is at the end of April. (5) Church Fraud Investigation. Fraudsters using information on Charity Website to contact people.</p> | |
| 5. | <p>BEACON UPDATE – Beacon is ready for Online Renewal. With the exception of 4 members who don’t have email and 3 members who have advised that they will not renew their membership, all members have been registered for the Portal. East & West Polls have been deleted as there is no option under the new system to keep this up to date. In future this information can be obtained by searching on Post Code prefixes.</p> | |
| 6. | <p>WEBSITE REPORT – Several new members have joined online for the 15-month offer using the automated system. A Digital Services for u3a (DSU) project has started therefore the further linking of Beacon and the website is on hold meantime. Following an update to the Gift Aid Guidance Section 2.3, an explanation re the amount of the membership subscription which can be used to claim Gift Aid has been added to the webpage.</p> | |

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| 7. | <p>GROUP COORDINATOR'S REPORT</p> <ol style="list-style-type: none"> 1. It was with great sadness that I had to email all the membership to let them know of the sudden and unexpected death of Marbe McNeill, who as well as being a past Chair and on the Committee for 9 years was the Facilitator and founder of several groups. 2. GJ will continue to facilitate the Out & About Group. AMcG will facilitate the Audio Reading Group meantime and JK will start up the Boules Group for the 2026 season at the end of April. 3. The ATWD 1 & 2 groups have split and will now operate as two separate independent groups and each be responsible for their own restaurant bookings etc. 4. Five new groups Miniaturists, My Tunes, Aperitif and Crime Book Thursday and Crime Book Friday Groups met for the first time. 5. The u3a Principles document was emailed to all members as a reminder that we are not a Service Provider and the Group Leaders Handbook was issued to all Facilitators with a note that several policies have been uprev'd and that no new paid tutor groups would be started up. 6. Due to a bereavement the Yoga Group has been cancelled on the 9th & 16th April but because of the short notice the hall hire fees are still due to be paid. -£46. 7. Each group requires to have a facilitator who is the point of contact and is responsible for the smooth running of the group. In the past two years the number co-facilitators have been increasing but this system is just not working and we should revert to having one Facilitator per group. Groups are welcome to have a deputy and as many helpers as they wish. This would also restrict the number of members with Beacon access to ensure stricter GDPR compliance. Note: Following a discussion, a vote was taken to have one Facilitator per group and this was passed – 4-2. 8. The Committee sent a Sympathy Card to Marbe's family and have arranged for a wreath to be sent to the Hurllet. | | | | | | | | | | | | | | | | | | | | | |
| 8. | <p>TREASURERS REPORT March 2026</p> <p>Summary</p> <ol style="list-style-type: none"> 1. Payments totalling £2,036.49 made in March. 2. The bulk of payments relate to room hire. 3. Bank balance as of 31 March 2026 is £7,833.17 plus the 32-day notice account £10,334.19 totalling £18,167.36. At the same time last year, the balance was £20,068.46. 4. Beacon and Bank reconcile. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 30%;">Receipts Mar 2026</th> <th style="width: 20%;">Cash Book</th> <th style="width: 20%;">Bank</th> <th style="width: 30%;"></th> </tr> </thead> <tbody> <tr> <td>Subscriptions</td> <td style="text-align: right;">136.00</td> <td></td> <td>New members</td> </tr> <tr> <td>Other Income</td> <td style="text-align: right;">630.41</td> <td></td> <td>Fm Community a/c</td> </tr> <tr> <td>Contra entries</td> <td style="text-align: right;">61.50</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">827.91</td> <td style="text-align: right;">827.91</td> <td></td> </tr> </tbody> </table> | Receipts Mar 2026 | Cash Book | Bank | | Subscriptions | 136.00 | | New members | Other Income | 630.41 | | Fm Community a/c | Contra entries | 61.50 | | | Total | 827.91 | 827.91 | | |
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| Beacon Mar 2026 | Beacon | Bank Subs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Total | 136.00 | 136.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Marketing | 360.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Catering | 55.74 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Total | 2036.49 | 2036.49 | 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. | <p>MEMBERSHIP SECRETARY REPORT There are now 692 Members with 679 Individual members and 13 Associate members.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | <p>PAT TESTING ST advised that the PAT Testing Equipment needs to be calibrated.</p> | ST | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | <p>AOCB Following a vote Jacquelynne Shore was unanimously co-opted on the Committee and will take on the role as Accessibility Officer.</p> | AG | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | <p>Meeting closed at 1.5pm Next meeting – 11th May 2026 at 12.30pm at the Broom Church Iona Room</p> | ALL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |