

**Minutes of a Meeting of the Committee of the Evesham and District u3a
held on Monday 20 October 2025 at 10.00 am**

Present: Ros Gowers (RG) (Chair)
Alan Chambers (AC)
Diane Nicholls (DN)
David Daniels (DD)
Lorna Slaughter (LS)
Helen Hutt (HH)
Claire Henderson (CH)

Also Present: Graham Smith

| Item | Minute | Action |
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| 1. | <p>Apologies for Absence</p> <p>Cath Cox sent her apologies for absence.</p> | |
| 2. | <p>Minutes of the Meeting held on Monday 15 September 2025</p> <p>The Minutes of the Meeting held on Monday 15 September 2025 were agreed as a correct record for signature by the Chair.</p> | |
| 3. | <p>Matters Arising from the Minutes of the Last Meeting</p> <p>Minute 4. – The Classic Cinema Group’s arrangement with the Regal Cinema had been discontinued. The suggestions made at Minute 4 would, therefore, not be taken forward.</p> <p>Minute 7. – DN had been unable to attend the TAT AGM but had submitted her votes on the Committee’s behalf.</p> <p>Minute 9. – The IT issue had now been resolved.</p> <p>Minute 10. – HH had still been unable to identify the subscription payment that had been submitted without a membership form.</p> | |
| 4. | <p>Committee Members</p> <p>Although a little interest had been shown at the Group Leader meetings, no members had made further enquiries about joining the Committee.</p> | |
| 5. | <p>Group Liaison</p> <p>It appeared that one group has advertised conflicting information about how often it met. AC would speak to the Group Leader to ensure consistency.</p> | AC |

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| | <p>A check would be made to see how many groups had a waiting list and if steps, with the assistance of the group mentors, could be made to reduce the number.</p> <p>Mention was made of the steps a group should take before arranging to meet on premises that had not previously been used by the Branch.</p> <p>HH indicated that she had been approached with a request to set up a very specific interest group, but the individual had indicated that they were unwilling to take matters forward themselves. It was agreed that this should be left until the Open Day to see if there was wider interest.</p> | | | | | | | | | |
| 6. | <p>Group Leader Meetings</p> <p>Feedback from the meetings held last month was positive.</p> <p>Mention was made of some of the points raised at the meetings. RG would circulate to Committee Members a summary of the main points with suggestions about next steps.</p> <p>It was agreed that these meetings should continue twice a year with the next on 25 and 26 February if these dates were available. The year planner would be amended to reflect this.</p> | RG | | | | | | | | |
| 7. | <p>Open Day</p> <p>At the next Meeting of the Committee there would be a preliminary discussion about arrangements for the Open Day. A list of the active groups in the Branch would be prepared and those who helped with arrangements would be invited to attend. Insurance cover would be checked.</p> | | | | | | | | | |
| 8. | <p>Finance</p> <p>CH submitted a detailed written report. In summary:</p> <table> <tr> <td>Branch current account:</td> <td>£4404.38</td> </tr> <tr> <td>Branch savings account:</td> <td>£5004.47</td> </tr> <tr> <td>Groups account</td> <td>£1972.30</td> </tr> <tr> <td>Concert Group account</td> <td>£1442.90</td> </tr> </table> <p>Some refunds were being processed where new members had paid a full year's subscription when they were entitled to pay a half year subscription. Also, a sum of money erroneously paid into an account by a member was being returned.</p> | Branch current account: | £4404.38 | Branch savings account: | £5004.47 | Groups account | £1972.30 | Concert Group account | £1442.90 | |
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| | <p>An amended Branch budget was submitted to the Committee to reflect actual expenditure to date. The end of year balance was estimated to be £7499.08.</p> <p>CH and DN would meet before the Finance Working Group meeting to prepare next year's budget for consideration by that group before presentation to this Committee for approval.</p> <p>CH was now running the accounts with DN maintaining an overview.</p> <p>DN mentioned that treasurers in Cotswold Link u3as were to meet on Friday of this week when insurance would be a major topic. It would also consider where payments should be made by a Group Leader or the Branch Treasurer.</p> <p>In answer to a query, DN indicated that how each group received subscriptions – eg by attendance, by term or by year – was a matter for each group or Group Leader to decide. Individual payments from group members could not be made directly into the Groups account.</p> | <p>CH DN</p> |
| <p>9.</p> | <p>Monthly Meetings</p> <p>LS reported that 75 had attended the last meeting and she queried if it was known what the maximum permitted attendance was for gatherings of this nature at the venue.</p> <p>To provide some variety it was considered whether some-one from the group providing refreshments should be invited to say something about the group to the meeting.</p> <p>Attendance was mainly by the same individuals with additional members and members of the public for some speakers.</p> <p>The Committee discussed ways in which the meetings could be advertised more widely and a number of suggestions were made.</p> <p>AC indicated that he would make sure that copies of the newsletter were made available on those occasions he didn't attend.</p> | |
| <p>10.</p> | <p>Membership</p> <p>HH reported that at today's date there were 1209 members.</p> <p>Individual 604 Joint 483 Visitor 83</p> | |

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| | <p>Associate 38</p> <p>1144 used email.</p> <p>12 members had joined since the last Committee Meeting.</p> <p>Duplicate membership details on Beacon will be removed on the next audit of the system.</p> <p>Progress had been made on an electronic membership form, but testing it was proving difficult. The Committee would need to approve how it is used when it becomes available.</p> | |
| 11. | <p>December Newsletter</p> <p>Members suggested a number of topics to be mentioned in "Notes from the Committee" for the December newsletter.</p> | |
| 12. | <p>Future Meetings</p> <p>The AGM should take place on the first Wednesday in July.</p> <p>A new members meeting was pencilled in for 20th May 2026.</p> | |
| 13. | <p>Correspondence and Other Business</p> <p>HH reported that as the principal point of contact for the Branch she received messages from a number of organisations offering their services. The Committee suggested that these should be declined unless they might be of interest to a specific interest group when they could be passed on to the Group Leader.</p> <p>CH mentioned that Cavendish Park had offered accommodation at its premises.</p> <p>The second Regional representative on the TAT Council, Jean Jackson, had indicated her intention of standing down when her current term expired.</p> | |
| 14. | <p>Date of Next Meeting</p> <p>The date of the next Meeting was confirmed for Monday 17 November 2025 at 10am at Evesham Rowing Club.</p> | |