

**16th February 2026 Minutes of a Meeting of the Committee of the Evesham and District u3a
held on Monday 19 January 2026 at 10.00 am**

Present: Ros Gowers (RG) (Chair)
 Alan Chambers (AC)
 Cath Cox (CC)
 Diane Nicholls (DN)
 David Daniels (DD)
 Lorna Slaughter (LS) (to Item 12)
 Helen Hutt (HH) (to Item 12)
 Claire Henderson (CH)

Also Present: Graham Smith

Item	Minute	Action
1.	Apologies for Absence All Trustees being present there were no apologies for absence.	
2.	Minutes of the Meeting held on Monday 17 November 2025 With an amendment to one of the action points in the circulated draft, the Minutes of the Meeting held on Monday 17 November 2025 were agreed as a correct record for signature by the Chair.	
3.	Open Day RG provided an update on preparations for the Open Day. At the meeting in All Saints on 16 January 2026 Caroline Bagshaw had attended with plans for the table layout. The availability and location of sufficient tables was to be checked. Groups with a waiting list and those in transition would share space. Arrangements for use of a defibrillator would be in place. More than half of Group Leaders had replied to the email inviting attendance. They could attend from 11 am on the day. Names for members of a welcoming group were suggested.	
4.	25th Anniversary of Evesham and District u3a A working group comprising two Trustees, Frances Kilburn, Alun Edwards and Graham Percival had been formed. It was currently considering arranging an afternoon tea, a picnic in the park and a concert. It would be marked in media with a silver anniversary badge. Suggestions were made	

	about contacting original members, invitations to local dignitaries, locations for events and publicity. It was intended to launch it at the Open Day.	
5.	<p>Committee Succession</p> <p>AC would contact a member who had expressed an interest in being more involved in u3a administration.</p> <p>DN indicated that she would consider staying on the Committee.</p> <p>The role of the Trustees and the Committee would be mentioned at the Open Day.</p> <p>Mention was made of a u3a that had an interest group comprising members who volunteered to assist with u3a events. Further consideration to this could be given at a future date.</p>	AC
6.	<p>Group Leader Meetings</p> <p>An agenda for the meetings was to be drawn up and items for it were suggested. This included an update on points raised at the previous meetings.</p> <p>DD and LS would talk about Group Leader guidance. LS would have an updated draft available for the meetings.</p> <p>CC and LS would arrange refreshments. Attendance by Committee Members was covered.</p>	LS
7.	<p>Upcoming Events</p> <p>Representation of Evesham u3a at events at Churchill Homes on 28 January and Yates Court on 10 March was arranged.</p>	
8.	<p>Insurance</p> <p>DN indicated that guidance on the TAT website Insurance FAQs under item 3.4 states that the Public Liability policy set up protects all u3a members and includes "member to member" cover so if somebody is injured undertaking a u3a activity and legal liability can be prove against another member – including Group Leaders where a claim is made against them personally – the Insurers will deal with it.</p>	
9.	<p>Roles of Treasurer and Assistant Treasurer</p> <p>At a meeting to take place shortly it was intended to clarify the roles of the Treasurer and the Assistant Treasurer until the new Committee is formed after the 2026 AGM.</p>	

10. Finance

CH submitted a detailed written report. In summary: -

Balances at 12 January 2026:

Branch current account:	£1542.62
Branch savings account:	£7012.40
Groups account	£2009.21
Concert Group account	£792.98
Paypal	£12.62

£2000 had been transferred from the current account to the savings account. £217.84 had recently been transferred from the Paypal account to the current account.

No bank charges had yet been taken from the accounts. An organisation tax status form had been provided to the bank.

A small grant of £7.80 had been made to one group to assist with the overdrawn balance following a change of Group Leadership.

The Groups account had been reviewed. Monitoring continued for two locations used by u3a groups where there were apparent discrepancies in the invoices. The Concert Group account was in order and operating well.

The cost of distribution of the Third Age Matters magazine and the Evesham u3a newsletter was reported. AC indicated the split between printing and postage costs for the newsletter was not known.

It might be necessary to change contact details with HMRC for the purpose of claiming Gift Aid and to provide further information required in connection with the claims and tax relief. CH would make enquiries.

Figures for this financial year to 31 December 2025 were provided to the Committee, showing actual expenditure against budgetary estimates.

The Finance Working Group had considered membership fees for 2026-27 and recommended that there should be no change. This was approved by the Committee.

The Finance Working Group had considered a budget for 2026 -27 and recommended its adoption. This was approved by the Committee (copy appended).

A proposal that the title of Assistant Treasurer be changed was withdrawn.

	DD raised a query about transferring payments from members of the Concert Group into the Concert Group's account, which was answered.	
11.	<p>Monthly Meetings</p> <p>LS indicated that everything was running well and there was no further update to report.</p>	
12.	<p>Membership</p> <p>HH reported that at 18 January the system indicated that there were 1252 members.</p> <p>Individual 642 Joint 480 Associate 39 Visitor 90</p> <p>1187 used email.</p> <p>A number of on-line membership applications had now been submitted. The number of visitor members had noticeably increased.</p> <p>Membership renewal notices would go out at the beginning of February and would remind members that they could choose not to receive a paper copy of Third Age Matters and the Evesham u3a newsletter. A draft renewal notice was considered and recommendations made.</p>	
13.	<p>Asset Register</p> <p>AC would hand over the asset register to CH once he had concluded his current efforts, with the assistance of Group Leaders, to bring it up to date.</p>	
14.	<p>Year Planner</p> <p>AC listed the items in the Year Planner for consideration at this time of year. All matters had been dealt with. RG requested suggestions for her piece in the next newsletter.</p>	
15.	<p>Date of Next Meeting</p> <p>The date of the next Meeting was confirmed for Monday 16 February 2026 at 10am at Evesham Rowing Club. An invitation to attend would be extended to Caroline Bagshaw.</p>	