

**Minutes of a Meeting of the Committee of the Evesham and District u3a
held on Monday 16 March 2026 at 10.00 am**

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

Also Present: Graham Smith

Item	Minute	Action
1.	<p>Apologies for Absence</p> <p>All Trustees being present there were no apologies for absence.</p>	
2.	<p>Minutes of the Meeting held on Monday 16 February 2026</p> <p>With amendments to the circulated draft, the Minutes of the Meeting held on Monday 16 February 2026 were agreed as a correct record for signature by the Chair.</p>	
3.	<p>Open Day</p> <p>It was generally agreed that the event went well. The change of date appeared to have had little impact. Some in attendance had commented on the pleasant atmosphere. A further comment had been made that the u3a, promoting the interests of those in the third age, should do more to protect payments by cheque or cash. The Meeting felt that the practicalities of current banking requirements could not be ignored.</p> <p>In view of rising costs and the time required for arranging this event, the format and/or venue may need to be reviewed for next year.</p>	
4.	<p>25th Anniversary of Evesham and District u3a</p> <p>LS reported on plans for 25th Anniversary celebrations. It was noted that Bärbel Wolstencroft had been missed off the previous list of working group members (apologies) and DD has now also joined.</p> <p>A mention of this occasion had been reported in the Evesham Observer and The Vale had been approached. A number of village newsletters had been suggested by members for further publicity.</p>	

	<p>The cost of producing a printed copy of a celebratory newsletter for all members was under consideration.</p> <p>Arrangements for a picnic in the park on the first Wednesday in June were well under way. A risk assessment had been completed. The Mayor had been invited. A number of groups had come forward to perform on the bandstand.</p> <p>The Town Hall would be booked for the afternoon tea. Attendance would be limited to 100, which would be by invitation. Only one of the caterers approached had come forward with a price. DN indicated she would make enquiries about alternative catering arrangements.</p> <p>The cost of the newsletter and the tea may need further approval by the Committee.</p> <p>Groups were getting involved in arranging a group jubilee event and arrangements for a showcase concert in November were progressing. It was proposed to announce competition winners at the concert.</p> <p>The availability of grants to meet some of the cost was considered and would be investigated.</p> <p>The Committee thanked LS for the time she was putting into arranging these events.</p>	DN
5.	<p>Committee Succession</p> <p>A number of members had recently shown interest in the work of the Committee and it was anticipated that some would come to observe proceedings.</p>	
6.	<p>Support Group</p> <p>A number of members had shown interest in joining a group to provide support for Committee activities. The next step would be to appoint a Group Leader to take things forward.</p>	
7.	<p>Group Leader Meetings</p> <p>About half the Group Leaders had attended one of the meetings. There had been a number of queries raised after the end of the meetings rather than during them.</p>	

8.	<p>Group Leaders Guide</p> <p>The Committee approved a revised document, subject to a reference to Portable Appliance Testing for any u3a owned electrical equipment. LS would arrange any branding requirements for the document and publication on the website.</p>	LS
9.	<p>New Members Meeting</p> <p>For the first meeting on May 20, full members who had joined in 2026 would be invite [POST MEETING NOTE: the correct date is 13th May]. RG and AC would prepare a presentation. Other Committee members may be asked to talk. Cake and refreshments would be provided. AC would check on the availability of the most suitable part of the Methodist church to accommodate the numbers expected.</p>	RG/AC AC
10.	<p>Outside Events</p> <p>The event at Yates Court on 10 March had not been very busy, but other organisations represented at it had shown an interest in the u3a.</p> <p>The u3a had also been represented at an event at the Physiotherapy Dept. of Evesham hospital on 11 March. The interest there had been mainly in activities that would help physical recovery. The hospital had taken information about the u3a to pass on to patients.</p>	
11.	<p>Finance</p> <p>CH submitted a detailed written report. In summary: -</p> <p>Balances as at 13th March 2026:</p> <p>Current Account £1,254.23 Savings Account £20,021.89 Concert Group Account £810.64 Groups Account £2,050.41 PayPal £955.42</p> <p>PayPal balances of £1,000 had been transferred to the current account. However, the PayPal account has been suspended until detailed information on all 'controllers' of the charity had been provided. CH will contact PayPal to discuss the issue and attempt to resolve it.</p> <p>The Concert Group Account currently held funds to pay for coach hire for the April concert.</p>	

	<p>The Groups Account would take into account that there were now two Pickleball groups. Hall fees for another group were still subject to review.</p> <p>Details of charges on all accounts, totalling £6.45, were provided.</p> <p>b) Budget</p> <p>A revised budget for 2026-27 (appended), to reflect the receipt of the Gift Aid monies and an updated projected carry forward balance, was approved by the Committee.</p> <p>c) Reserves</p> <p>DN reported that the current method to determine the figure for a reserve was not in line with best practice. This would need further consideration.</p> <p>d) Fees for service providers</p> <p>It was mentioned that the Committee should have a policy for amounts paid out to those providing a service to the u3a, eg speakers. This would require further consideration.</p> <p>e) Gift Aid</p> <p>£5,575.69, including interest, had now been received from HMRC.</p> <p>CH indicated that the membership application form should be amended to show at the point of payment that all membership fees qualified for gift aid.</p> <p>f) Savings account</p> <p>Further to Minute 7 of 18 August 2025, the Meeting resolved that the savings account should be used not only to hold the reserves, but also to hold any sums considered to be in excess of those required to meet current expenditure.</p>	
12.	<p>AGM</p> <p>AC requested that all material for circulation to members for the AGM be passed to him by 27 May 2026.</p>	
13.	<p>Monthly Meetings</p> <p>LS reported good attendance at the March talk. She had booked a speaker for the December meeting as the concert would take place in November.</p>	

<p>14.</p>	<p>Membership</p> <p>At 15 March there were 1284 members.</p> <p>Individual 653 Joint 506 Life 1 Associate 36 Visitor 88</p> <p>A renewal reminder had been sent to the 454 members who had not yet paid next year's subscription. There would be one month's grace (April) before membership lapsed.</p> <p>The Committee considered what steps should be taken when the death of a member was suspected but had not been confirmed.</p>	
<p>15.</p>	<p>Groups</p> <p>An enquiry had been made about setting up a racquetball group. RG would take this forward.</p>	<p>RG</p>
<p>16.</p>	<p>Large Print Newsletter</p> <p>A decision was made about how to supply a requested copy of the newsletter in large print.</p>	
<p>17.</p>	<p>Review of Policies</p> <p>A review of the Finance Policy had not been completed as procedures and requirements kept changing. RG would draft a revised Equality, Diversity and Inclusion Policy by May for consideration of the Committee.</p>	
<p>18.</p>	<p>Replacement Microphone</p> <p>The Committee agreed to replace a damaged microphone at the Methodist Church up to a maximum cost of £200. AC will take this forward.</p>	<p>AC</p>
<p>19.</p>	<p>Year Planner</p> <p>AC would amend the Year Planner to reflect changes that have been implemented about the dates of key events.</p>	

20.	Date of Next Meeting The date of the next Meeting was confirmed for Monday 20 April 2026 at 10am at Evesham Rowing Club.	
------------	--	--