Ash u3a

Minutes of the committee meeting held on 13th July 2026

Present

Graham Smith - Chairman
Eileen Monds - Secretary
Peter Stratford - Equipment Manager
Debbie Milton- Treasurer
Diana Wilson-Speakers secretary
Gay Buckingham – Membership Secretary
Michelle Smith – Groups co-ordinator
Tom Gardner- Beacon Admin

1) **Actions from previous meeting**

   a) **On boarding process for Trustees**
   Eileen reminded committee members that they had signed a Charity Commission Eligibility Declaration when they joined the committee The trustees code of contact must be read and signed by the committee members.

   b) **PA Equipment**
   The new PA system will be decided after the AGM.

   c) **Correction to last month's minutes**
   Meg names has been added to the attendance list for last month's meeting

   d) **Ash Summer Fayre**
   A Report on the Ash Fayre is on the Website. Comments on the usefulness of attending were discussed. General feeling was that it was good socially to be there but not useful for recruiting new members

2) **Comments on the Monthly report**

   a) Thursday Lunchers need a new leader following Rod's resignation. Michelle has offered to help with this but it is probably going to close as no-one has volunteered.

   b) The administration at Tongham village hall is not replying to emails or phone calls and have not invoiced for the previous month. Suggest Michelle contacts a member who lives in Tongham and ask her to help. ACTION MICHELLE

3) **Health and Safety policy**

Comments had been received from Peter and these have been followed up.
The Policy can now be put on the Website. ACTION GRAHAM

4) **AGM**

   a) The layout of the room for the Groups was discussed. Agreed any copies of the layout will be sent to Michelle. As some groups were not accepting new members it was discussed whether only those groups with vacancies should be invited. Agreed all groups to be invited. Michelle will ask all groups before the AGM if they have vacancies. ACTON MICHELLE

   b) Meg will be bringing the Publicity stands ACTION MEG

   c) All reports will be on one Power point Presentation ACTION GRAHAM/PETER/ DEBBIE

d) Graham has the Nomination Forms which Eileen will send out with other reports on 6th August.
ACTION GRAHAM/EILEEN

e) No fees will be collected at the AGM

f) Graham will prepare a trustees report and send to committee members for comments.
ACTION GRAHAM

g) The new constitution has been accepted by the u3a but not yet by the Charity Commission. Grahm suggest we bring this to the AGM and adopt the new Constitution pending approval by the charity Commission. **AGREED**

h) Michelle offered to take the minutes at the AGM ACTION MICHELLE

5) Finance

a) The decision on asking members to pay the postage on Third age Matters has been reviewed by Debbie and Graham. It is agreed it is necessary for this to happen but it cannot be part of their membership, due to difficulties with claiming Gift Aid. Therefore suggested that no change will happen for the September issue, but members will be asked to pay £4.20 by the end of September if they wish to continue receiving the magazine. **This will be a separate payment to Membership Fees**
After the next report Gay sends to TAM she will remove on Beacon, acceptance of the magazine except for those who pay for postage.
Diana commented that she is concerned that members are missing out on an excellent magazine buy making them "opt in"

b) Membership Fees
Debbie has looked into increasing membership fees.
If it remains at £10 only £244 will be available for any urgent needs.
Increasing to £11 will make this figure approximately £650
Hall hire costs have risen in the last year but this is due to new groups.
It was mentioned that in the past the membership had been £12, and a previous treasurer had reduced this (this was possibly due to Covid when many groups and meetings were not happening)
Debbie will look back and check. ACTION DEBBIE
Agreed to increase Fee to £11

c) Membership Forms
Gay said the membership form both online and printable will need updating. Graham Agreed to do this. He will also send an email(After the AGM) to all members explaining how to join and what the fees are. ACTION GRAHAM

6) AOB

Tom asked if anyone has offered to take over as Beacon admin as he feels the training is very basic and his replacement needs to be aware of this. Shelagh Kidd has volunteered her serivces.

Meeting finished at 15.55

Date of next meetings

AGM August 27th