

**Meeting of the u3a Committee to be held at the Bradford Club
10.30am Thursday 13 March 2025**

Minutes

Attendees: Chair, Ros Garside (RG); Phil Barker (PB); Alison Wright (AW); Joan Spencer (JS); Paul Webley (PW); Roger Broadie (RB); Roy Hodson (RH); Dave Marshall (DM); Francis Marslen-Wilson (FMD); Dianne Excell (DE) via zoom; John Caswell, minute taker.

	Agenda Item	Paper?	Lead
1	Welcome and Introductions RG proposed that FMW be co-opted to the committee. All concurred and FMW agreed to join and to take over the treasurer's role after the AGM	No	Chair
2	Apologies	None	Chair
3	Declarations of Interest	None	Chair
4	Minutes of the Last Meeting There were several minor amendments to the minutes, following which they were approved.	Yes	Chair
5	Matters Arising Promotional leaflets – the next newsletter will include a request for a volunteer(s) to manage distribution of newsletters. RG will liaise with local estate agents with a view to leaflets being enclosed in any new buyers' packs they issue. It was decided that no change would be made to the date of the financial year end or that of the annual subscriptions. The gift aid return will be addressed in April		Chair JS
6	Notice of AoBs	None	Chair

7	Chair's Actions No response has been received from Westnet in respect of the proposed sketching day. The Chairs' forum, on line, indicated that the new national u3a Chair is still in settling in mode. New national council and board members have been elected; alas with a strongly southern bias. Announcements at the speaker meeting: Summer trip Housing options in later life Quiz Team meeting Taster day	No	Chair
8	Strategic Items	None	
9	Policies Beacon (Privacy) Policy The standard national u3a policy template has been followed. However, the final line in the section "contact information" is to be removed and two minor typos altered. In addition, section 12, cookies, is to be investigated The finalised form will be ratified in due course	Yes	PW PW RB
10	Business Secretary Report A response from YBS is awaited Kala Sangam sharing day, 1st April – the capacity limit is to be checked before the issue of an email to the general members.	Yes	PW PW

11	Treasurer's Report A scam was successfully navigated by JS.	No	JS
	The problem of invoices from Bradford Club being received on an irregular basis has been resolved		
	The bank account balance is £8350	Yes	JP/PW
	Management Accounts The report was reviewed		
	A cosmetic amendment re the date of the final balance will be dealt with		PW
12	Membership Report New members, 4; total membership 307.		RH
	Revised renewal and new member application forms were produced and agreed subject to minor alterations to margins (if possible) and the nomenclature to be adopted for first names		
	The matters to be resolved in time for the forms to be attached to the March newsletter, in 3 formats.		RH
13	Groups' Report New date of team meeting, 1 st May to be emailed and a reminder sent re the taster day.	Yes	AW
	Holker Hall visit		Chair
	Deadline for payment assumed to be 3 rd May Go ahead to be authorised by committee at April meeting.		AW

14	Communications Report RB is to take a step back as leader but will continue to be involved in day-to-day IT matters, particularly the website. Publicity Events Calendar Firm dates for stall in Broadway Centre 6th May 16th June Email set up The system change in the email set up will be instigated by the time of the AGM The Grapevine – AW produced a copy of this local magazine, carrying an article by the Chair and a u3a advertisement.	Yes	RB PW RB/remaining committee members
15	Affiliated Organisations Items numbers 7 and 15 are to be amalgamated in future agendas		Chair PW
16	Events Housing Wellbeing Day 2 June 2025 A comprehensive agenda has been arranged. Round Robin email to be sent. Westnet to be included, depending on take up. 80 is the maximum permitted attendance. A friend can be brought. Potential press release Report at April committee meeting, to include cut-off date. Holker Hall See above		PB/AW PB PB

17	Items for Future Meetings Beacon Policy Risk Management – April. Requires 10 am start to meeting to enable discussion. Health and Safety – June	No	Chair PW
18	AOB	None	Chair