

Meeting of the u3a Committee to be held at the Bradford Club

10.00 am Thursday 10 April 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); Debbie White minute taker.

	Agenda Item	Paper?	Lead
1	Welcome and Introductions	No	Chair
2	Apologies Dianne Excell	No	Chair
3	Declarations of Interest	None	Chair
4	Minutes of the Last Meeting Agreed to be accurate record.	Yes	Chair
5	Matters Arising RG not yet approached Estate Agent. JS & John Caswell meeting tomorrow re Gift Aid. Membership form issue not resolved. RH sent out as PDF. Newsletter- more problems e.g. items missed out or repeated. RG to have meeting with team. 16th June Broadway event to be cancelled – PW to inform volunteer Mary.		Chair RG PW
6	Notice of AoBs Third Age Trust (TAT) has our address as Bradford Club	No	Chair
7	Chair's Actions/Affiliated organisations (16) Collection for Vanessa & Scott at April & May speaker meetings, by RUG at entrance desk, u3a to add to. Kala Sangam presentation went well	No	Chair

8	Strategic Items Risk Management – risk map needs updating e.g. closure of Bradford Club to be addressed urgently. Charity Commission - JS seems to have found way to change person who can log in. Discussion of how to recruit chair. Needs to show leadership, not just chair meetings. Alternative venues – Bank House could store our equipment, tech. help. Not available Weds June/July, just Mondays. Is available for AGM. PW will email speakers re their availability & forward to RG. PW also to email the Steve O’Connell re whether St. Peter’s House will be ready for then. Speaker meeting could be subsidised short-term in view of the increased cost. Maybe use Mechanics Institute, although it has a smaller capacity, for AGM. For May agenda. Equipment – contents of cupboard. Sound system mostly ours. Defibrillator – we bought. PB will talk to Scott/Vanessa. PB could store temporarily, remove after May speaker meeting day. PB/DM to liaise. Committee meeting venue – Bank House too expensive. PW will look at library availability.	Yes	PW PW PB PB/DM PB/DM
9	Policies Beacon (Privacy) Policy 2nd time seen. Confirmed that queries go to Membership Secretary. Change to Website Policy – PW will send to RB to amend. (Essentially GDPR policy, agreed that data to be kept for max. of 8 years). PW will look into issues raised & send round committee for further comments.	Yes	PW PW, RB PW
10	Business Secretary Report April Speaker Meeting – 39 confirmed attendees. Date & location of June & July speaker meetings discussed. Holker Hall to go ahead. May quiz cancelled.	Yes	PW
11	Treasurer's Report Would like newsletter editor expenses to be submitted more promptly. “Capitation” to be changed to “TAT membership”, £4 a head	No	JS

12	Membership Report Membership 313, latest membership number issued is 1102. 6 new & a couple of resignations. “Grapevine” ads may have drawn interest from several postcodes. Newsletter entry re renewals effective.		RH
13	Groups’ Report Taster Day cancelled. Visits group summary – progress on Peace Museum; to promote Impressions Gallery for after speaker meeting. Holker Hall visit to go ahead. Groups’ website page updates to be sent to RB. Team meeting 1st May – Terry Wassall re future of Facebook. Feedback from groups if wanted. RG will send reminder to everyone on team diagram, only a few so far. May offer lunch to attendees. Not enough yet for new art group.	Yes	AW RG
14	Communications Report See Comms minutes. Outward looking Facebook – numbers looking are greatly increased. Hoped that item by TW at Team Meeting may attract enough people for dedicated Facebook meeting, so tentative day/date could be circulated.	Yes	
15	Creative Writing Group’s Anthology of Poems Request for financial support not agreed as it potentially sets a precedent and goes against the principle that groups are self-financing. RG to email Catherine Iliffe.		RG
17	Events (discussed after item 5 as urgent) Housing Wellbeing Day 2 June 2025 Agreed by committee to go ahead at Bank House. To charge everyone £5 for the day’s drinks. To take sandwiches or buy lunch locally. PB to confirm booking & advertise – wording to be run past RG. Anchor Housing lady has moved on, but suggested alternative. AW to contact Holker Hall (see groups report). DM will go if needed for numbers.		PB AW

18	Items for Future Meetings Alternative venues - May Health and Safety – June Risk Assessments - July	No	Chair PW
19	AOB JS raised who should be new contact for Charities Commission when she steps down. TAT – Bradford Club address needs taking off by end May. JS has offered for now till September, others to think about. Needs FMW & RH d.o.b. & address for setting up as signatories for bank. ----- -- Meeting finished at 12.10	None	Chair Committee JS/FMW/RH