

Meeting of the u3a Committee held at the Mechanics Institute

10.15 am Thursday 10 July 2025

Minutes

Attendees: Chair, Ros Garside (RG); Phil Barker (PB);
Joan Spencer (JS); Roy Hodson (RH); Alison Wright (AW); Paul Webley (PW)
Ranjit Arora (observer); Debbie White (minute taker).

	Agenda Item	Action	Lead
1	Welcome and Introductions		Chair
2	Apologies Roger Broadie; Francis Marslen-Wilson; Dianne Excell		Chair
3	Declarations of Interest None		Chair
4	Minutes of the Last Meeting 5.13 RH sent receipt "& printed membership card" After the above correction, agreed to be accurate record.		Chair
5	Matters Arising 5.5 RH has draft of template – to send to editors first. 5.6 RH will check whether need same signatory for Gift Aid. Opening of Arts Centre delayed until October. 8. Development Plan updated, in Dropbox, pdf sent to RB. 11. Meetings Sept.(prep for AGM), Oct. (to settle in new committee) then bi-monthly. May need to be longer e.g. 10.00-12.30. Could claim expenses e.g. for travel before 9.30am. PW will book room. 13. RB has added Dropbox access for RH, FMW, DE 16. Pick up Risk Assessments in September 18. Feedback on Speaker Meeting. 40+ attended. Some people on trip, change of day, others may be resistant to change. Jenny Gibbon reported went smoothly from RUG point of view. Venue for quiz - Mechanics Institute may be suitable.	Yes Yes Yes	RH RH PW
6	Notice of AoBs None		

7	Chair's Actions/Affiliated organisations YAGR – see paper circulated FYI. Team meeting. Felt committee done well. Useful input re newsletter. Facebook - Terry Wassall gave overview re u3a – some do not wish to/unable to use. Interest in joining committee – Ranjit Arora observing today, Anne Stafford & Mary White in September. Hopefully after Christmas someone may step up as chair.		
8	Strategic Items None		
9	Policies None		
10	Business Secretary Report – see papers. Speaker Meeting - announcements for Chair: AGM change of day; another reminder about renewals – PB has given forms to RH. RB will only stay on committee if vacancy. Hope to have future speaker meetings at Arts Centre, £120, same as Bank House. Speaker Programme – needs RH & PW contact details, website link. PW will monitor chair's email address. Various other comments, PB will send to PW to resolve at Comms. Meeting. Speaker programme to go in body of newsletter. AGM papers go out in August.	Yes Yes	PW PB
11	AGM & Committee Issues – see papers No resolutions from committee, mid-July for others. Date of AGM corrected (Tuesday 16 September at Mechanics Institute). If not quorate, adjournment notice sent out next day. October date quorum is number present. Hard copy of notice to go out with newsletter. PW will be contact. Need address & postcode for venue. AGM agenda – PW will make amendments. AGM could be hybrid (with Zoom), but not to offer unless >50 coming. No charge, biscuits (decide at next meeting)	Yes	PW
12	Treasurer's Report £988 Gift Aid now in accounts. Thanks to JS. £48 profit from Holker Hall trip. Not had final bill from Bradford Club. JS will pay £106, give to Maggie Fleming for Archaeology & Geology account. Can try & apply to Co-op for funding.	Yes	JS

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13	Membership Report Currently 305 on membership list. 57 renewals not yet paid. 1 new member. About 20 resignations. Cannot attend a group if not a member. RH will let AW know the cut-off.	Yes	RH
14	Communications Report Meeting next week.		
15	Groups' Report – see papers. Two people have offered to help run International Dining - Alucia would need support with emails, Jenny Nolan given temporary access to Beacon, PB can contact her. AW will reply re her offer. The committee approved a refund to Marje Wilson, for the trip she had paid for before the change of date of the speaker meeting due to venue issues. AW will reply to John Caswell who had written concerning this issue JS will resolve with the accounts & pay the £9.	Yes	JS
16	Items for Future Meetings Sept.(11 th) - Risk Assessments; AGM.		
17	Christmas Lunch Put on What's App group. DM not impressed by Midland Hotel. Napoleon's good value but need £20 deposit within 6 days of booking. Victoria Hotel £15 deposit 2 weeks prior to event. Need to clarify re expressions of interest by end August, for meal about £30 a head. DM to draft email & send round committee	Yes	DM
18	AOB Draft newsletter template circulated by RH – work in progress. To go to editors, who RH will train. Submissions e.g. from group leaders better as separate attachments. In August will have newsletter but not committee meeting.	Yes	RH