

EMS VALLEY U3A - COMMITTEE MEETING

TUESDAY 18th March 2025 – MOUNTFORD 3 E.C.C.

Those present:

Tim Mathews (Chairman), Rod Lipscombe (Vice Chairman), Ann Sims (Groups Co-ordinator), Hilary Street (Treasurer), Dbee Robinson (Business Secretary), Sue Kent (Membership Secretary), Karen Rodger (Beacon Administrator), Liz Rosoman (Minutes Secretary), Andrea Brokenshire, Les Brokenshire

- 1 **Apologies:** Tim Mathews, Karen Rodger, Margaret Melhuish
Rod welcomed our new committee members, Andrea and Les Brokenshire
- 2 **Minutes and Matters arising:** the minutes had been read and were agreed.
- 3 **Business Secretary's Report:**
 - 3.1 **New Trustees** (Les and Andrea Brokenshire) have completed a Trustee form each and the Charity Commission website has been updated with their details.
 - 3.2 **AGM Preparations**
 - a Planning has begun
 - b Dbee to complete Annual return for Trust when email received (2 parts)
 - c Dbee to create Trustee Annual Report and Business Secretary Report April 1
 - d Create required documents (6 items)
 - e April 10 - Email AGM documents to members (5 attachments +3)
 - f These actions are in progress
 - 3.3 **AGM information** required at March Committee meeting
 - a Current Membership numbers = 534
 - b Members without email (Currently 1)
 - c Current group numbers = 53 – 2 have closed
 - d New groups created since last AGM = 5
 - e **Action Tim:** Ensure AGM advertised on website
 - f **Action Tim:** Have Chairman's report ready for day of AGM
 - g **Action Hilary:** Require Treasurer Report by April committee meeting:
Financial accounts, Balance sheet, Group balance sheet
 - h **Action in progress – Dbee:** Send relevant forms for Treasurer to use / paste information into
 - 3.4 **Brand Centre Portal** - Update for 2 Committee officers to access it
 - a Action 1 completed = Chairman - Tim and Secretary - Dbee
 - b Action 2 Action in progress – Portal to new brand webpage still fails, awaiting info from the Trust

4 Treasurer's Report:

- 4.1 The Gift Aid payment of £2637 has now been received.
- 4.2 GoCardless – the number of members signed up is increasing and is now 342 (64%)
- 4.3 After discussion it was agreed that new members joining after 6th January will have their membership right through to April the following year to make admin easier for Sue. There was a discussion about the way new members will be signing up.
- 4.4 There is a requirement for an accounts examiner to look at the accounts before the AGM. Hilary will send an email to members requesting a volunteer. A request will be made at the AGM for an accounts examiner for next year.
- 4.5 Any expense claims for this year need to be submitted to Hilary by 27th March.

5 Membership Report:

- 5.1 There are currently 534 members.
- 5.2 104 are yet to pay. 21 members will not be rejoining.
- 5.3 The February meeting was attended by 105 members.

6 Groups Report:

- 6.1 We currently have 53 Groups.
- 6.2 Judi Milburn has stepped down from Book Group 1 and Lynn Cowell is now the Leader.
- 6.3 There is a proposal for a Real Ale Appreciation Group; an informational email has gone out to all our members, asking them to contact the proposed Leaders, Steve Joy and Les Brokenshire, so I don't have any information about possible interest.
- 6.4 **Action Les:** Les will email Ann with details of the Real Ale Group for inclusion in the groups listing being sent out shortly
- 6.5 There is a further proposal for a Music (instrument players) Group, but this is still in the very early stages and our members have not yet been canvassed.

7 **Website:** Nothing new to report – Tim away.

8 **BEACON:** Nothing to report – Karen away.

9 Monthly Meeting:

- 9.1 February Meeting – Ian Porter on Famous Victorian and Edwardian Murders, which was very good
- 9.2 After tea – IOW Air Ambulance, this was well received and Rod has it in mind to book again for next year
- 9.3 March Meeting – Brian and Jacqueline Sutton – Johnny Remember Me
- 9.4 After tea – Asbestos awareness
- 9.5 Tea – Creative Art Group, Dbee Robinson
- 9.6 Regarding the tea rota and after tea slots, Rod will directly approach individual group leaders.

10 AOB

- 10.1 The welcome pack was discussed and conclusion reached that it does not add anything to what we already do so it will not be used.
- 10.2 First aid training - Await update from Ann O'Dea, ECC manager, as to whether there are any empty places. Dbee to advise later if there are. Cost approx. £80.

- 10.3** Mountford 1 storeroom - Dbee identified 1 box for our open day banners. Box now labelled with:
Name - Ems valley u3a
Contact - Dbee Robinson
- 10.4** There are other u3a boxes in this cupboard. It is unknown if they are Ems Valley or Emsworth and District, as they only have u3a on them. Dbee has contacted the Emsworth and District secretary with a request to check the Mountford room if they have not already, as Easter is the deadline. Also forwarded the request by Ann O’Dea to Ann Sims.
- 10.5** It was suggested that there is a reminder email sent to all group leaders that any box not labelled with Name and contact details on by Easter will be disposed of.
Dbee has taken photos.
- 10.6** Website
- a **Action webmaster** – to update tea roster and also include previous year for reference.
 - b **Action webmaster** – to include the after tea presentation information with the monthly meeting information on the calendar.
- 11 Meeting closed at 10.12 am.**
- 12 Next Meeting: Tuesday 15 April 2025 (every 3rd Tuesday)**