

EMS VALLEY U3A - COMMITTEE MEETING TUESDAY
15th JULY 2025 - MOUNTFORD 3 E.C.C.

Those present:

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

Visiting: Liz Iddon

1 Apologies: None received

2 Minutes and Matters Arising: The minutes from the previous meeting were read and agreed.

3 Business Secretary's Report

3.1 Contingency planning - Agree Rev 3 emailed on 19.06.25

ACTION - Completed

NOTE - Re-visit Succession planning section in Sept

3.2 Purchase CLA Licence for Aug 2025 to July 31 2026 (Current licence Expires July 31 2025)

ACTION - completed - Dbee paid & applied for certificate,
15.07.25: accounts@u3a.org.uk

4 Treasurer's Report

4.1 GoCardless now has 370 active users, which is 73% of membership.

4.2 FINAL ACCOUNTS FOR 2024-25

4.3 David Griffiths has been contacted about arrangements for the inspection of last year's accounts.

4.4 BUDGET MONITORING REPORT FOR THE FIRST QUARTER OF 2025-26

Report to end of June 2025

a INCOME

- Income from subscriptions to the end of June 2025 was £12,575. This is less than the annual budget, but new members usually join over the course of the year. Last year, 97% of the total subscriptions figure had been received by the end of June. Applying that percentage to income received in the first quarter of this year gives some assurance that this year's budget figure of £13,000 is achievable.
- The gift aid claim has not yet been submitted.
- Donations represent payments made by former members and not reclaimed.

b EXPENDITURE

- Expenditure on hall rents in the three months to the end of June was below budget, but only because of late invoicing. The forecast for the year has increased, reflecting the additional cost of new groups recently established.
- Expenditure on refreshments for the first quarter is significantly more than a quarter of the total budget, because it includes expenditure on the Group Leaders' Social. Expenditure for the whole year is expected to be within budget.

c FORECAST FOR THE YEAR

- The revised forecast for this financial year shows a deficit of £3,832. A deficit at this level would leave a balance of £2,561 in general, unallocated reserves at the end of the year, in addition to the Revenue Reserve of £7,500.

d **GIFT AID**

- Gift aid income in this year's budget is lower than in previous years, due to timing issues.
- An increase in gift aid income next year, once these timing issues disappear, would help to reduce any ongoing annual deficit. However, it is not yet known how much gift aid will be claimable, due to ongoing disputes between some u3as and HMRC over what elements of membership fees are eligible for gift aid.
- John Alexander from the Beacon Team recently emailed treasurers to say that progress has been made in discussions being carried out on a national level with HMRC, to clarify exactly what is eligible. However, no specific information has been available to date.

5 Membership Report

5.1 There are currently 508 members. Lapsed members have now been resigned. There were approximately 85 members at the June meeting (head count not clicker).

6 Groups Report

6.1 We currently have 54 active Groups.

6.2 The Camera Workshop group and Photography group have amalgamated..

7 Website

7.1 Tim will be revamping drop down menus for consistency. It was suggested that a more welcoming home page be created with photographs

8 BEACON

Nothing to report

9 Monthly Meeting

9.1 Last Meeting

- a Francis Burroughes – *Don't Put Your Daughter on The Stage* was quite entertaining.
- b Tea – Birds and Wildlife
- c After Tea – Havant Police

9.2 Next Meeting

- a Next Meeting – Madeleine Salvetti
- b Tea – Bridge
- c After Tea – Town Council for Emsworth

9.3 After tea slots for the remainder of the year have been filled. Play Reading group has volunteered to do a reading for March 2026. Rod to send request for groups to volunteer for after tea slots for 2026.

10 Any Other Business (AOB)

10.1 Joining online

- a Sue to revisit membership form and include link for Direct Debit as some people no longer have cheques. Dbee to send to Sue for revision.

10.2 Suggested QR code/link for GoCardless is put into the Newsletter. Hilary to contact Alan.

10.3 Kitchen Hygiene

- a EBC have offered 2 courses. Tim to speak to TRUGS on Thursday.

10.4 Fire regs @ ECC

- a Tim has signed to confirm fire regs have been read and acknowledged. If group leaders using ECC need to do likewise it is up to ECC to contact group leaders.

10.5 Work space and Beacon – Andrea now has access.

10.6 Public Liability – u3a members are covered but non-members/visitors are not.

10.7 Emsworth Show 2025

- a It was too late for collaboration with Emsworth and District u3a this year but hopefully next year.

10.8 Future of Ems Valley

- a Discussion led by Andrea. General discussion and agreement that a succession plan is a good idea. To be an ongoing item, new committee members to be encouraged to join.

10.9 Social Media

- a Suggestion made to post on “Things to do in Emsworth” Facebook page which was thought a good idea. A Publicity Officer on the committee is required – Dbee has list of contacts which would be useful to anyone taking on the role.

10.10 20 years Ems Valley celebration – planning ongoing, date 3rd or 10th July 2026.

10.11 Apologies for next meeting – Hilary Street and Liz Iddon.

11 Meeting closed at 11:10 AM.

Next Meeting: Tuesday, 19th September 2025 (every 3rd Tuesday)

EMS VALLEY u3a BUDGET MONITOR TO 30 JUNE 2025

	Budget	Budget to 30.06.25	Actual to 30.06.25	Difference between budget and actual for quarter	Revised forecast for year	Difference between forecast and original budget	Notes
	£	£	£	£	£	£	
Income							
Subscriptions	13,000	13,000	12,575	425	13,000	0	Based on % of total received by this time last year
Gift Aid	780	0		0	780	0	Not claimed yet
Interest	300	75	80	-5	300	0	
Donations	0	0	40	-40	40	-40	Overpayments by former members
Total	14,080	13,075	12,695	380	14,120	-40	
Expenses							
Beacon	520	520	519	1	520	0	
GoCardless fees	150	145	146	-1	150	0	
Hall Rents	11,900	2,975	2,537	438	12,640	-740	New groups started => more expenditure on hall rents. (1st qtr under budget because some rents not yet invoiced)
Magazine	1,050	1,050	1,052	-2	1,052	-2	
Member Subscription	2,140	2,140	2,136	4	2,140	0	
Office Expenses	80	20	68	-48	80	0	
Refreshments	300	225	221	4	300	0	Includes Group Social
Speakers	1,000	250	150	100	1,000	0	
Sundries	70	18	0	18	70	0	CLA licence will be funded from here
Total	17,210	7,343	6,830	513	17,952	-742	
Net surplus / -deficit	-3,130	5,733	5,865	-132	-3,832	702	
Current accumulated fund					6,893		
Transfer to Revenue Reserve					-500		Agreed at April 2025 meeting to increase reserve from £7,000 to £7,500
Forecast balance at year end					2,561		This is in addition to the Revenue Reserve of £7,500