

EMS VALLEY U3A - COMMITTEE MEETING TUESDAY 17th MARCH 2026 - MOUNTFORD 3 E.C.C.

Those present:

Rod Lipscombe (Vice Chairman), Hilary Street (Treasurer),
Dbee Robinson (Business Secretary), Karen Rodger (Beacon Administrator), Sue Kent
(Membership Secretary), Carolyn Joy, Liz Rosoman (Minutes Secretary)

1. **Apologies:** Tim Mathews, Liz Iddon, Steve Joy, Andrea and Les Brokenshire.
2. **Minutes and Matters arising:** The minutes had been read and were agreed.
3. **Business Secretary's Report:**

i) Documents still require review - See spreadsheet below and community first note

ev_u3a_com_44	1	Food Allergy notice and Hygiene tips	Guide	15.04.25	Hygiene advice for those preparing tea and coffee at baptist church during monthly meetings	Committee	Andrea
ev_u3a_com_45	1	Food Allergy notice and Kitchen tips	Guide	15.04.25	Kitchen advice for those preparing tea and coffee at baptist church during monthly meetings	Committee	Andrea
ev_u3a_com_46	0.01	Treasurer duties Procedure	Procedure		In Progress - Treasurer - last update →	15.-7.25	Hilary
ev_u3a_com_47	0.01	Treasurer Close Down Procedure	Procedure		In Progress - Treasurer - last update →	15.07.25	Hilary
ev_u3a_com_48	1	Membership Application Form	Form	16.04.24	Membership Application Form (Mid Year)	Membership	Sue

NOTE - Community first (minibus hire) - Required process / document for those who wish to book

Action TIM? Who is managing this? Who will create document which will need forwarding to groups and post in Newsletter. NB Document template available from business secretary or from our Work Space under documents (ev_u3a_com_15_Document_Template).

ii) AGM 28/05/26 – prep in progress

Require

Groups – how many groups, what new groups during past year, what groups closed

Speaker Secretary – who is speaker/entertainment at the AGM

Webmaster – AGM date and time put on website

Members – will be approx. 529 therefore quorum = 53

3 members do not have email therefore letters with treasurer and trustee report will be sent to these members with the option to view all other documents including last year's minutes and constitution etc at the AGM.

4. **Treasurer's Report** – all expense claims needed for end of year (31/03/26).

Discussion about GoCardless and how to manage new members joining Jan to March who get 15 months for price of 12. Hilary and Sue decided how to resolve and will implement. Hilary will send Sue a list of new members on a monthly basis.

5. **Membership Report:** Currently 539 members. 10 people have indicated their intention to resign. 78% of membership now on Direct Debit.
Last meeting – 103 members in attendance.

6. **Groups Report:** Les is away.

7. **Website:** Tim is away.

8. **BEACON:** nothing to report.

9. **Monthly Meeting:**

Last meeting: 'Dylan Thomas – It Started With A Kiss' Brian and Jacqueline Sutton, this was well received and entertaining.

Next meeting: Ken Fowler – Keeping you safe in the Skies
After Tea – Play Reading by Play Reading Group 1
Tea prepared by – Line Dancing, Carolyn Hughes

10. **AOB**

A 20th Anniversary celebration booked for 3rd July. The subcommittee are moving on to finalising details and have a meeting planned with the manager of the gardens to discuss layout.

B Group Leader Social – **Action Les**

Dbee has provisionally booked the Lumley Room (dependant on if suitable for Les) for Friday June 5th from 5.30 – 8.30 (£16.28 per hour) using kitchen £3. **(1 months notice to cancel)**

C Link still required to be sent to Liz Iddon for food hygiene training – **Action Tim**

D Rod had been told that the cost of the Baptist hall will be increasing by approx. 50% from £170 to £250. This could be reduced if no tech support booked, currently tech support is £35. To be discussed at April meeting.

E Carolyn has kindly agreed to take on the role of Business Secretary.

F The monthly meeting in June has been moved to 18th (a week earlier).

G Apologies for April meeting received from Hilary and Liz Rosoman (Karen kindly agreed to take the minutes – thank you Karen).

Meeting closed at 10.45 am.

Next Meeting: Tuesday 21st April 2026 (every 3rd Tuesday)