

EMS Valley U3A – Minutes September 2026 FINAL

Date: Tuesday 15th September 2026 @ 10.00

Location: Emsworth Community Centre

1. Present

Rod Lipscombe (Chair), Carolyn Joy (Business Secretary), Sue Kent (Membership Secretary), Tim Mathews (Webmaster), Steve Joy (Marketing), Karen Rodger (Minutes Secretary)

2. Apologies for absence

Hilary Street, Andrea Brokenshire, Les Brokenshire

3. Minutes of previous meeting - 21st July 2026

The agreed process regarding the minutes has been followed. The minutes were agreed and signed.

4. Matters arising from the minutes

There were several actions from the previous minutes -

- The missing minutes have been uploaded to the website and to Google Drive.
- Community First Minibus Hire procedure and charges uploaded to Google Drive.
- Rod has completed the Food Hygiene course. **ACTION - Rod to send certificate to Carolyn.**
- Hilary had prepared various projection models, for the committee to read prior to the meeting, looking at what increase in fees would be viable and whether the Revenue Reserve should be reduced - see Treasurer's report.
- Rod had written to members appealing for help with the creative side of the website. Tim has received six replies. **ACTION - Tim to contact these members to gauge their level of expertise and present a resumé of possible candidates to the next meeting.**
- Articles and photos will feature in future editions of the Village magazine and The Ems.

5. Business Secretary Report

Minute taking process uploaded to Google Drive.

Copyright Licence Agreement has been paid and the certificate uploaded to Google Drive.

The Charity Commission return for 2026 is due in October so Carolyn needs to meet with Hilary to complete.

Andrea and Carolyn are joining with Tim to organise the Christmas party on December 3rd.

6. Treasurer Report

The monthly budget report was approved (see attached).

The projection report prepared by Hilary was discussed. It was decided that we will take a holding position and agree her recommendations that:

- there is no increase in membership fee for 2027, but it is increased by £5 in 2028
- the Financial Policy is amended to reduce the level of the Revenue Reserve to two months operating costs, in order to accommodate the deficit that will occur in 2027-28
- time bought by the above actions is used to review operating costs, specifically the expenditure on room hire.

The aim of the above is to put Ems Valley u3a into a position where expenditure is covered by income within each year and moderate, but sufficient, levels of reserves are held.

A further discussion followed concerning the cost to Ems Valley of the 'u3a Matters' magazine (currently £1147 pa). As part of cutting our operating costs, it was agreed that we will no longer offer the magazine from April 2027.

Rod will write to members after the next committee meeting forewarning that subscriptions will be increased in 2028. This will also give everyone the opportunity to consider further the proposed cessation of the magazine subscription.

7. Membership Report

Sue reported that there are currently 526 members.

We have eight new members since the last meeting.

John Collis
Jackie Emmerson
Rick Emmerson
Becky Greenhalgh
Christine Hows
Tony Hows
Bea Veness
Viv Williams

8. Groups Report No report.

9. Website Report

Steve, as a new user, had a look at the website and suggested it might be worth directing people to videos on the main u3a website so that they could get an overview of the organisation.

Carolyn had looked at some other u3a websites that demonstrated ways in which the Ems Valley website could be made more interesting and informative.

In a search online for u3as, Emsworth & District u3a comes up first followed by WSCC, then Ems Valley u3a.

ACTION - Steve and Carolyn will investigate the online search criteria and send details to Tim about ideas for improving the website.

10. Beacon Report No report.

Any Other Business

- Rod reported that Hilary has resigned as Treasurer but will continue until a new post holder is found. However, she will not be able to attend any further committee meetings.

ACTION - Rod will write to the members asking for any willing accountants to volunteer. He will also contact David Griffiths, our current examiner of accounts.

Next Meeting

Date: Tuesday 20th October 2026 @ 10.00 AM
ECC Mountford 3

Signed (Chair):

Date:

Ems Valley U3A - Charity number - 1117497