Minutes of Committee Meeting 11th November 2026

Present: Adrian Wakeford, Veronica Eccleston, Ken Laing, Jacquie Shaw, Gillian Percy, Hazel Irwin, Gail Wynne-Jones, Lorna Read (observer)

1. **Apologies**: Madeleine Cox, Jacky Treacher, Pamela Eardley
2. **Minutes of last meeting**. Accepted.
3. **Matters arising:** none
4. **Committee reports**

Treasurer – Pamela

Deposit has been paid for Christmas meal and our balance is £4251.06. £986 still to be paid.

Speakers – Veronica

Travel expenses have been agreed with Sheila Willis, next month's speaker. Speakers have now been found for May and June. .

Website – Ken

Ken suggested it would be helpful if he could find another person to help with maintaining the website. He would like to have more time to enhance the website. Gail no longer can be backup admin for the site.

Groups –Jacquie & Gilly

Further to the recent agenda item, we have approached both the Pilates/yoga group and wine appreciation with the guidance on not being able to subsidise groups and keeping accurate financial/membership records.

Pilates/yoga group leader convened a meeting with their group, and they have decided to become a non-U3a group effective from November. We will need to remove the group from our current records and discuss if we want to approach a different tutor with full public liability insurance and advertise this to the membership. (**action**: Ken to delete them from website)

We have had no response from the wine appreciation group and those committee members who are also currently members of the wine group are unable to attend this month's meeting, so an update awaits. Gilly agreed to have some informal chats with members. (**action**: Gilly)

The group leader from Creative Writing 2 has decided to stop and shared this with her small group. No one seems willing to continue. I have mentioned that a new group leader is required in the group update for the upcoming newsletter.

Bi-annual update requests for group updates have been issued in anticipation of updating leaflet and website details later in the year.

Membership – Hazel

- We currently have 288 members including 2 new since last month.
- I'll rejig the Application form for 2027 with the new rates. It has been suggested that we put something on the form about members responsibility to help out, but I think this should be on the website under Membership (**action** : Ken)
- The website still says anyone joining in Nov and Dec will have membership for the following year - that doesn't work with subs changing. (**action:** Ken)
- I will send out a note before the November meeting about renewal and the new rates, and encourage bank payments.
- Jackie T and Pamela have offered to collect payments in January when I will be away.

Secretary – Gail

I am planning to attend an SER Zoom workshop on "Recruitment of Volunteers to lead Interest Groups and to serve on the committee"

5. Committee members after AGM

- Jacquie pointed out that there was no public description of what committee members do. It was suggested that we all write a brief description of our roles and send it to Ken for him to add to the contact page of the website (**action**: everybody)
- Adrian (chairman), Gail (secretary), Veronica (speakers) will all be retiring at the AGM. Jacquie will be standing for election to Speakers Secretary, Lorna Read will be standing for election as Secretary.
- We still have no volunteers to stand as chairman.
- the Charity Commission states that the u3a cannot continue without a chairman. If no one comes forward to be chairman, a decision will have to be taken at the AGM whether or not to close Emsworth&District u3a.

6. Membership renewals.

- A new application form has been prepared with the new rates on it. This will also contain a reminder that the u3a is FOR the members and also BY the members, which means we should all take part in the running of the u3a.

- We no longer take cards for payment, and the Sumup machine has been abandoned and the associated app closed. Jacky T and Pamela have agreed to help Hazel take payments at the January meeting.

7. Thankyou lunch.

- The Assembly Rooms and kitchen have already been booked for Wednesday January 26th, 2027. Barbara has agreed to prepare the main course. JackyT will sort out After dinner mints or similar.

8. Christmas lunch(David Bittles)

- We have 58 members attending the lunch, so I am planning on 5 tables of 8 and 3 of 6. The deposit has been paid, and Pamela will have a list of those attending should you need it. I have received a number of 'seating preferences' and I am planning on forwarding a seating plan to the College during next week. I have requested a booking for 2027 on either 3 or 10 December but not had a confirmation yet. Closer to the date I will send final instructions to those attending to cover timings, car parking etc.
- As an aside, the College have centralised their admin organisation thus losing the single point of contact in the catering department of previous years which is a pity. It is working OK but more remote.

The committee discussed whether it was time to consider another venue, such as Southdown College, but that would involve hiring a coach which would add greatly to the expense.

Adrian to deal with thankyou presents for the Bittles for their work in organizing the event (**action**: Adrian)

9. Health & Sports Fair Friday 4th December

- It was agreed to have a table here and Adrian will book it and man it on the day (**action**: Adrian)
- Hazel offered to help

10. AOB

- Jacky T reported that Terri Davis-Shaw, who is a member of the Art Discovery Group, will be 100 years old in December. It was agreed the committee will send her a card (**action** : Adrian)
- Beacon backups. Hazel told us she does regular backups of the Beacon database

11. Date of Next Meeting. Wednesday 13th January 10:30 at Adrian's house.