



MINUTES.

Committee Meeting: Monday 11th May 2026 at 10 am

Venue: St James with St Luke's Church Parish Room.

Present:

Trustees: Jane Winterbotham (JW), Imelda Gunn (IG), Nusrat Shah (NS), Helen Simpson (HMS), Vipin Patel (VP) Peter Houghton (PH) Christine Chesham (CC) Marion Newell (MN)

Apologies: Hazel Sugarman (HS), Joan Jones (JJ). Christine Williams (CW)

1. Call to Order and Confirmation of Quorum. JW.

2. Minutes of previous meeting and Matters arising: JW

- a) Minutes of previous meeting – approved.
- b) Matters Arising – all covered in Agenda.

3. Committee Issues JW.

- a) Succession planning for key posts – Chair, Secretary, Finance.
 - To be followed up.

4. Financial Report HMS

- a) General Report, Groups Report and Trips Report for April 30th, 2026 – approved
- b) Progress on 2025/2026 accounts.
 - We will need an Independent Assessor since the past Assessor has retired.
- c) Increase in Gift Aid
 - This was very positive and it was suggested that we will follow up by having forms available at meetings.

5. Items for discussion

- a) Follow up on emails.
 - All Trustees need an official Trustee email to avoid using personal emails.
 - A list of these will be kept by the secretary.
- b) First Draft of Protocol Handbook for Committee Posts.
 - It is important to have these for new Trustees.
 - Draft handbook to be shared with partner by June's Committee meeting.
 - It is anticipated that they will be completed by the September meeting.
 - It was suggested to have any new Trustee shadow the retiring Trustee to become familiar with the job.

- c) Annual Accounts – approved.
- d) Survey of membership.
 - Julie Jenkins has offered to do this. She will come to the June 8th meeting. It will be clarified if she can become a 'co-opted member' of the Trustees.

6. .Reports:

a. Membership **CC**

- a) Current membership is 644.
- b) 130 members attended the New Members meeting.
- c) 9 new members signed up.

b. Meetings. **CC**

- a) Report on New Members meeting April 24th 2026.
 - There was a very positive response, the feedback from Facilitators was very good even though not all Facilitators were present.

c. Group Co-ordinators **VP/JJ**

- a) Update on Board Games group.
 - This group is ready to begin once a venue is found. The Harvey Centre was suggested. Time will probably be on Thursdays.
- b) Assistance for members wanting to start new groups.
 - This will be followed up as needed.
- c) Two new groups - MIOLI circuit training and Line Dancing.
 - These are being followed up by MN to see if there are enough numbers for these groups and, if so, to look for venues and – hopefully- have at least one volunteer from each group to act as facilitators.

d. Speakers **VP**

- a) Dates for 2027.
 - Copies with just dates of meetings will be circulated.

e. Visits and Outings **HS**

- a) A visit to Henley on Thames will take place on 14th May. This is well oversubscribed and a second trip has been arranged for 9 June.
- b) A visit to Regents Park to see an outdoor performance of CATS will take place on 5th August 2026.
- c) A visit to Polhill Garden Centre in June will be on sale at the April General meeting, as well as the second Henley trip.
A visit to Felixstowe on 8th July is planned. Cost £15 pp.
A visit to the Bedford River Festival on 18th July is planned. Cost £15 pp.

f. Events **CW**

- National u3a Week 2026: 19-27 September. To be followed up.
 - A 'Drop in' visit to all u3a groups will be organised for September.
- a) Museum Event in August. Dates to be confirmed and details to be agreed at the next meeting

g. Beacon Website **NS**

There was nothing new to report at the meeting.

7. Newsletter.

- a) The deadline for contributions for the next issue 7th May 2026 for publication on 15th May 2026.

8. AOB.

None

9. Next meetings

Committee Meeting – 8th June 2026. Venue. St James and St Luke's Parish Room

General Meeting – 18th May 2026. Venue: The Link

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