

ANDOVER U3A (CHARITY NUMBER: 1072274) COMMITTEE MEETING MINUTES - V2

Monday 13th January 2025 at 1000 hours.
Held at: 10, Queen's Close, Ludgershall, SP11 9SN.

Dated: 14th January 2025.

1. **Present:** David Gollings, Paul Hardy, Melenie Mackay, Chris Ward, John Pickford, Ruth Gollings, Dorothy Connor and Richard Selley.

2. **Apologies:** Nil

3. **Chair's Opening Remarks.** The Chair welcomed those present. He reported that the December meeting had been very successful, and the Christmas draw had made a modest surplus of £45.00. The issue of getting volunteers to be either the Deputy Chair or the Membership Secretary / Newsletter Editor was still ongoing. All we could do was to continue to make every effort to find suitable candidates, who could then be coopted onto the committee prior to the next AGM in May 2025.

Action: All

4. **Minutes of the Previous Meeting.** The Minutes of the previous meeting held on 14th October 2024 were agreed and signed by the Chair. These minutes will be published on the website.

Action: Webmaster

5. **Matter arising:**

a. **Use of Appointment e-mail Addresses.** This facility was available for any committee members who wished to make use of it. The Webmaster would assist in setting this up.

Action: Webmaster

b. **Lap Top Destruction.** The Secretary agreed to destroy the laptop before the next meeting.

Action: Secretary

c. **Projector.** The whereabouts of the projector was still unknown. It was agreed that as this item was over 10 years old and was not now needed for our monthly meetings, it should be written off.

Action: Chair

d. **Whistles.** The Treasurer had purchased 10 whistles at 22p per whistle. Further whistles would be bought if needed.

6. **Treasurer's Report.**

a. **General.** The Treasurer reported that the funds currently held were as follows:

(1) Savings / Current / No 3 Account - £6696.36.

(2) Events Account - £1666.83

Note: A Payment of some £287.82 had been received from the holiday company Riviera, as a result of an Andover U3A member booking a holiday through Riviera.

b. **Membership Fees for FY 26/27.** Analysis of our current finances and the forecast of future expenditure indicated at this time that there was no need to propose an increase in membership fees for FY 26/27. However, the situation could change and would be kept under review.

Action: Treasurer

c. **Gift Aid.** The Treasurer reported that there was still an issue with the Charity Commission recognising Andover U3A as a charity, notwithstanding that we have received Gift Aid Funding in the past, have a charity number and appear on their website. This was clearly an administrative issue. Negotiations were continuing.

Action: Treasurer

d. **IONOS Account.** The IONOS account was now being paid for by the Treasurer from the u3a account.

e. **Submission of Invoices for Payment.** Some time ago an invoice from a bus operator had been submitted with only 7 days' notice, with the threat that if it was not paid, there would be no bus. The Treasurer agreed to speak to the company concerned. Event Organisers should endeavour to ensure that final invoices for payment are submitted to the Treasurer one month before the event.

Action: Treasurer

f. **Charity Commission Return.** The return to the Charity Commission had been submitted together with the Trustees' Annual Report (TAR). This now meets our annual obligation to the Charity Commission for FY 23/24.

7. **Secretary's Report.** The Secretary had no outstanding issues to report.

8. **Membership Secretary / Newsletter Editor's Report.**

a. **Membership.** The number of members was currently 424:

(1) Membership eligible for Gift Aid was 57%

(2) Some 50% of members received the TAT Newsletter by email.

(3) Members receiving the TAT magazine by post (at extra cost for postage) currently stood at 17%

b. **Newsletter.** Provision of a Newsletter was discussed. It was agreed in principle that if we could not recruit a Newsletter Editor by the AGM in May 2025, future Newsletter production would have to cease, either temporarily or permanently. It

was agreed that Group Leaders could then post details of their group activities on the website. Although this is not as good as a bespoke Newsletter, it offers a workable alternative. A final decision would be made at the AGM.

Action: Secretary

9. **Webmaster Report:** There were specific issues reported. The website was working well.

10. **Groups Coordinator's Report.** The Groups Coordinator gave an update. We currently have 34 active Interest Groups.

a. **Groups No Longer Active.**

(1) **Questers 3** (Kath Catchpole) No new leader for Questers 3 had been found, therefore, the group was no longer active. The Treasurer reported that some £91.96 of Questers 3 Group funding was still extant. It was agreed that in Feb 2025 this sum would be transferred to the main account.

Action: Treasurer

(2) **Nature Group.** The Nature Group (Roy and Zena Turner) had now ceased.

b. **New Groups Formed.**

(1) **Bookworms 2.** The Bookworms 2 (Jenny Randall and Felicity Caldicott) Group was now operational.

(2) **Craft Group.** The Craft Group (Jenny Randall and Vicki Evans) was now operational.

c. **Group Leader Changes.** David Beeson has taken over as the GL of the Flora and Fauna Group from John Howard (wef: January 2025)

d. **Updated Interest Groups' List.** An updated Interest Groups' List was sent to all committee members on 11th January 2025 (previous list issued 11th October 2024).

11. **Any Other Business.**

a. **Hatherden Ukejam Group (HUGs).** A description of the HUGs ukelele group is attached. They have proposed that they should give a performance at one of our monthly meetings. It was agreed that it would be impractical to have them perform at a monthly meeting, prior to the scheduled speaker, as it would probably encroach on the speaker's allotted time. The Chair agreed to contact Mr Ivor Evans, the HUGs contact with proposals.

Secretary's Afternote: The Chair has contacted HUGs with 2 proposals, firstly they could fill a gap in our speaker programme, in the event of a speaker cancellation or they could be scheduled into our next programme (from June 2026). Mr Evans responded by saying that they would consider the options given.

b. **BACS.** The use of BACS for paying money in (particularly into the Events Account) was working well and most members had grasped the concept of using the event reference. However, there were some instances where the reference was not used. The Treasurer had managed to identify the payees in all but one instance.

This could be time consuming. It was agreed that payees should be invited to notify group/event organisers when they have made a payment.

12. **Date of Next Meeting.** The next meeting would be held on **Monday 07th April 2025** at **1000 hours** at **10, Queen's Close, Ludgershall, SP11 9SN.**

Signed

Dated

The Andover U3A is a Registered Charity, No. 1072274.