

Thursday 6th November 2025
Balsall Common u3a
Executive Committee Meeting
St Peter's Church Hall
3.30 pm.

In attendance

Juliet Hancox (JH), David Thomas (DT), Sandra Heard (SH), Diane Holleran (DH), Liz Cowley (LC), Sheila Jones (SJ), June Slatter (JS) Jayne Taylor (JT) Vivienne Waterer (VW)

1. Apologies

Mick Gill
Sheila Jones

2. Minutes of previous Meetings

The minutes were approved as a true record and signed by the Chair.

3. Matters Arising.

a) JS circulated a new draft poster concept to the Committee. It was agreed that it was an improvement on the one currently in the library and that it should be used in future.

b) The Committee agreed to stop using lanyards for members at the Core meeting due to cost and lack of take-up. Committee members need to have their names on display at meetings. Alternatives, such as name badges, to be looked into (SH)

c) No interest yet in the Treasurers post.

d) Race Night – 40 tickets sold to date (MG)

e) Annual Planner- MG looking into this.

4. Correspondence

e) The Committee decided against attending the Hilliers open evening as the experience last year did not yield any new members for the u3a.

5. Age UK Solihull

DH went into the link sent by JS and established that the email to the membership secretary doesn't specify who the recipient is. Subsequently, DH emailed u3a support to see if there is another portal to amend. (DH)

6. Website & Communications

The Website will go live on 1st December (although ready to launch now)

The old site will be stopped at the same time and users will be directed to the new site. The website is easy to use and access. A priority is for the site to be easy for potential joiners.

a) The Website T&C's Policy Document was formally adopted by the Committee.

b) The cost of the online membership form will be £32 annually, but it may not be ready until January 2026.

For new joiners the online form will go straight to the membership secretary (SH). It was agreed to take out the reference to badges, from the new member information. (SH)

c) It was agreed that all Group Leaders will be asked to check their pages and advise of any amendments in the first instance. Going forward, Peter Calver will set up passwords for Group Leaders to edit their own pages. (Although Committee members agreed that these pages will be kept under review in case of inappropriate tone or content.) To support Peter Calver as Web Administrator, there is the option of identifying additional Web Editors to help Group Leaders with their content. VW to email to ask leaders if everything is ok in their section of the new website. (VW)

JS to advise group leaders on the language used when groups are full or have a waiting list so that new members are not discouraged. JS will be the conduit for the website for the Committee so that Peter Calver doesn't receive numerous/ mixed messages. (JS)

The Chair will email all members with a link to the new website on 1st December 2025. (JH)

7. Visiting Membership Fees

SH and DT presented the case for charging Visiting members. From a finance perspective, half of the Membership fees go to TAT, and the rest go to speakers and general expenses.

It was agreed that £7.00 would be a fair charge for Visitors and that they should be allowed 2 group attendances before they must pay the fee.

SH reported that there are currently 26 visiting members.

This proposed change will be put to the membership at the AGM in May 2026. (DT)

8. Policies

Policy on Attendance of Visitors

Visitors and Visiting Membership

These Policies need refreshing (SH)

The Hall Bookings and Contracts policy has been re-written to reflect the coordinating role of the Bookings Secretary and can be posted on the website. (MG)

SH raised the question of the accuracy of recording of the members in each group. VW undertook to contact Group Leaders to ascertain who are members of their group, how many can they accommodate in their group, and if they have any vacancies. (SH)(VW)

9. New Members Meeting

SH explained that the new members coffee morning is held when there are enough members to meet. One meeting per year is not often enough.

The format of the meetings is a coffee morning at the White Horse with coffee/tea and biscuits. The venue and refreshments are provided free of charge.

About ten members are asked to come each time and are told they can bring a friend. Although some don't respond, hopefully enough will attend. Next new members meeting is 11th November. (SH) (JT)(JS)(LC) to attend.

10. Accident forms

The Secretary to list the accidents to keep a tally to check for obvious risks. DH

11. Events

a) Ideas for 20th Anniversary Planning.

It was agreed that any Events need to be equitable for all members. Perhaps sometime in June or September/October as the Summer is a time when people are away.

The Lakes at Barston-Afternoon tea £20 each, £23 for wider variety of cakes. (SH)

Tea Dance (SH)

Stalls for groups (VW)

Give groups money for each group to do their own thing. (SH)

Apply for a Grant from TAT for the advertising (JH)

MG has agreed to set up a steering group for "Events 20th Anniversary" (MG)

b) Ideas for in-year activities/events

Mature Drivers. This was discounted as there was a speaker on this topic at a Core meeting last year. (JH)

Barn Dance. (JH)

Murder mystery dinner (JS)

Ballroom dancing(JH)

12. Chair's Report

Start consulting National u3a and apply now for a Grant (JH)

13. Treasurer's Report.

Gift Aid is still in discussion with the TAT. Treasurer therefore waiting for advice on next steps. (DT)

LC was given the name of a speaker on Canals (£100.00 charge), from David who attended the Castle Bromwich meeting, who charged £2.00 for visitors to attend. (DT)(LC)

14. Secretary's Report.

The Secretary reported that although they have registered with the Charity Commission there may be extra forms to complete. Will contact Juliet and Vivienne for details. (DH)

15. Any Other Business

a) Annual Group Leaders meeting

This will be held on Thursday 29th January 11.30 - 2pm
Venue: Blessed Robert Grissold Church, Meeting House Lane
Peter Calver to give demo of Website and ways of working.
VW to invite Group Leaders to the meeting.

b) Jayne away January and February therefore Liz is holding the bag for refreshments.

Meeting concluded @ 17.30hr

Date of next meeting: **Thursday 8th January 2026**

Signed.....*Juliet Hamer*.....Date.....*5/3/26*.....