u3a Balsall Common

Thursday 2nd July 2026
Balsall Common u3a
Committee Meeting
St Peter's Church Hall
3.30pm -5.15pm

In attendance

Juliet Hancox (JH), Sean Bryan (SB), Richard Drake (RD), Paula Baggott (PB), Diane Holleran (DH), Liz Cowley (LC), Jayne Taylor (JT) Vivienne Waterer (VW)

1. Apologies

Mick Gill (MG)

2. Minutes of previous Meetings

Matters Arising.
Jayne Taylor mentioned that when she resigns as a committee member she is also resigning as a Trustee at the end of 2026.
The minutes were approved as a true record and signed by the chair.

3. Chairs Report See Appendix

Sentinel.
As Will Heard is stepping down after the September issue, we need to know if the Sentinel is still needed, or perhaps a page on the website with news would suffice.
(PB) suggested using the computer program "Survey Monkey" and offered to send out a survey to all u3a members with the following questions.
Do you read the Sentinel....Y/N
Where do you go for u3a information?

(PB) will circulate the proposed survey to the committee before consulting our membership. This will help the committee decide.

4. Treasurers Reports

No 1 Account membership (SB) See Appendix

HMRC
We now have a confirmed HMRC Corporation Tax (Charity) account, and have had to pay the late filing £200.00 penalty.
2024 accounts have been submitted and the 2025 accounts need submitting by the end of 2026 which will be done in the autumn. These have incurred charges of £142.80 for each year's report, which is the software company charge, but this will make sure everything is correctly sent to HMRC.
The cost for members receiving the Third Age Trust magazine is £1,104.00 annually. It was discussed whether we need a survey (as above) to see the number of members who actually read it. We do not currently give members the opportunity to opt out but the magazine fee is factored into our membership charge. As TAT is hoping to introduce an electronic version of the magazine in the future, it will be worth waiting for this option before making any changes.

We have large balances in the accounts and are exceeding the reserve policy. It was agreed to spend some reserve monies on the Anniversary tree planting and brass band concert. The committee acknowledged that not every member would financially benefit from this expenditure but felt it was important to celebrate our 20th anniversary with extra events.

No 2 Account groups See Appendix

Many thanks from the Committee to Richard Drake for getting the accounts for the groups up to date.

Group leaders have sent in accounts. The only group with a deficit is the Art Group which was agreed previously to launch a new program for the group, and will be paid off by the end of the year.
Group events are now in the No 2 account and not number 1 as previously.
The current June balance in this account will decrease as no hall hire has yet been paid for this month. (RD) has introduced sign-off by group leaders before making payment of hall hire invoices, to reduce errors.
As per our policy, any group with a large surplus will be reviewed with group leaders (RD)

5. Membership/Business Secretary's Report.

Currently we have 402 members and 38 visiting members.

We need to have a discussion on visiting members in the future.

(PB) suggested a computerised membership form, which can be completed on the website, including details of bank transfer for subscription. This would be much easier in regard to cash/cheques not having to change hands. We could also insert a tick box for the TAT magazine. This will be mentioned to Peter Calver to see if it is possible and the costing involved. (PB) (JH).

The two group leaders who run the Big Band are not members, but (PB) has now managed to put the u3a big band on Beacon which makes things easier.

6. Photography Group Leader Incident.

Discussion following account given in chairs report.

No further steps now need to be taken, as the group leader, who wasn't a member with us, has now resigned. All correspondence concerning this matter is with (JH)

7. Planning for Charity Commission return.

(SB) and (JH) have last year's copy of the Charity Commission return and will answer the required questions and (PB) will then complete the Return on the web site..

8. Event Feedback

Also see Chair's report
Picnic in the park. All went well but we need a better briefing for our volunteers. See Chairs Report. The Picnic committee may have to generate extra funds for next year.
Advance Care Planning This was a success, around 50 people attended. See Chairs Report

9. Future Events.

We have requested £500 from TAT but need to confirm dates and publicity arrangements before the funds are available.. (JH)
Anniversary Film Saturday 11th July
We need more people to attend £5.00 a ticket.
Anniversary Prime Numbers Saturday 26th September

The consensus is, that people don't want us to provide a buffet, and would prefer to bring their own food to this event.
Tree planting No date yet from the council. A time capsule will be included and a plaque will be bought.
Race Night Friday 27th November (MG)
Anniversary Brass Band Concert 2pm Sunday 13th December

It was mentioned in the treasurer's report that perhaps we could fund the tree planting and brass band concert ourselves with our surplus money.

10. St Peters Church Hall HS2 grant application.

Letter of support see appendix
We originally paid a small percentage of the cost of an Induction Loop in St Peters Hall for the sound system, but don't have any ownership rights.

11. AOB.

Thank you to Vivienne Waterer who has volunteered to replace Jayne as Hospitality Organiser at the end of 2026 in addition to her position as Group Liaison. (VW)

It was mentioned that perhaps committee members should give one months notice if they resign, but as the committee aren't paid members and have not signed any contract they have no responsibility to give notice.

Meeting concluded @ 17.00hr

Date of next meeting: **Thursday 3rd September 3.30pm St Peters Hall**

Signed..... Date.....3/9/26.....