

**Minutes of the Committee Meeting held on Friday 10 April 2026 at 2.00pm
at the Methodist Church Hall, Honiton**

Present: Richard Spoerry, Anna Jacobs, Jackie Moran, Stephen Boyd, Brian Churchill, Suzie Blithe, Dawn Wood.

Minutes: Dawn Wood

26/046 Chairman's Introduction

Richard Spoerry welcomed everyone to the meeting and clarified that Dawn Wood would be taking the minutes today as Kay Edge is unwell.

26/047 Apologies for Absence

Kay Edge, Honor Head, Jean Goss and Rob Newell.

26/048 Approval of Minutes (6 March 2026)

Approved; still to be signed off.

26/049 Matters Arising

26/034

1. Beacon Update

Brian Churchill reported that the transition to Beacon was going well, despite some inherited problems with the gmail account, and that the email addresses on Beacon were the most current and to be used going forward. The limitation with Beacon is that you can only send emails in batches. It was agreed that, for couples, both would receive an email.

2. Pickleball Disclaimer

Jackie Moran shared three options for a draft disclaimer to be used for all groups based on the Pickleball example. It was agreed to use draft one with a slight adjustment: 'I acknowledge that in participating in any Honiton U3A activities I do so at my own risk and I shall be totally responsible for any health issues which might affect my participation.'

Action: Agreed to distribute via Group Leaders this year and add to membership form for next year.

3. AGM Review

Generally well received, 95 members enjoyed the talk, a pleasing total and easily producing the necessary quorum.

4. Mobile phone contact

This contact is designed to support members who don't have access to the internet. Telephone number will however be given to all members. Calls to be re-directed to most appropriate person.

Action: Richard to monitor this from tomorrow until mid-May when another member will take over this responsibility. Contact number to be excluded from the public website.

26/039

Coffee Mornings

Following the split that occurred at the informal Coffee Mornings held at Coffee#1 due to the level of noise at the front of the café, it was agreed to offer a second Coffee Morning at a different venue on a different day. Suzie Blithe has approached Weatherspoons about using their facilities on the first Thursday in the month. Jackie had spoken to Val C-G about this idea which Val was comfortable with. It was agreed that a Group Leader was not necessary and that Jackie or Suzie would support this new venture initially. Members can attend both if they so wish.

Action: Honor to publicise second Coffee Morning details in next Bulletin.

Summer Social

Suzie has booked Cotleigh Hall (max. no. 60, at a cost of £40, the same as last year). It will take place on 19 August and will include two quizzes from Sheena and Suzie. Tickets to be sold at June and July meetings, price yet to be worked out. Members can also contact Suzie for tickets. Members have requested a printed ticket in place of raffle tickets.

Briefly discussed low turnout last year, approx. 30. This was put down to various factors including road closure, location/transport, health of members and holiday season. Hope to see increase in numbers this year but need to monitor. Suzie suggested drivers offering lifts to other members would be very helpful.

Action: Richard will organise wine and glasses; Janet Hood will organise table decorations; Suzie will organise refreshments and tablecloths; Mrs Bolshaw to be asked to quote for providing afternoon tea; Peter Searl to be asked to print tickets; help needed on the day – to be confirmed

26/050 Treasurer/Membership Secretary Reports

Anna Jacobs reported: For clarity, I have separated the accounts between the Core charity account (which includes subscriptions and all of the deductible expenses incurred in operating the charity) and the Self-Funded activities, such as group rents and Social events, which should be kept separate and, ideally, break even over the year.

I have input this year's financial transactions for January, February and March onto Beacon since it couldn't be done prior to the launch and the records are now up to date and reconciled to the bank account.

<u>Per Accounts</u>	<u>CORE A/C</u>	<u>SELF-FUNDED</u>	<u>TOTAL</u>
B/F @ 1/03/2026	£6798.91	£1497.60	£8296.51
RECEIVED	£1296.51	£291.00	£1587.51
PAID	-£461.65	-£392.00	-£853.65
C/F @ 30/10/25	£7633.77	£1396.60	£9030.37

Per Bank statement as @ 31/3/26 = £ 8920.86 **less** outstanding payments £ 0.00 **plus** Petty Cash £75.00 **plus** PayPal balance £34.51= **£ 9030.37**.

Core receipts were subscriptions £1296.50, Other £0.

Core payments were Monthly Speaker £99.30, Beehive rent £100, Bank Charges £ 2.33, AGM Refreshments £90.00, Equipment (phone, shredder, Sumup machine) £147.77.

Self-Funded receipts were Group Dues £291.00. **Self-Funded** payments were Rents £392.00.

Total Group Balances Held (£0 unless listed) at 26/02/2026 £1497.60 made up as follows:

Art ff £44; Cribbage £8; Current Affairs £168; Games £7; History £509; Reading fp £106.50; Singing ff £355; Spanish £82; Walking (Brian H) £29.50; Writing ff £87.60.

As highlighted in Anna's report to the committee (circulated) there had been 95 membership renewals, 78 via Beacon (= 82%, higher than anticipated; 13 (14%) by members downloading and printing a form and paying by BACS or cash, and 4 (4%) were forms collected at the AGM.

It was agreed and approval given that a new printer be purchased to support Anna in her role and that this would be shared ownership between Anna and the U3A.

Various Beacon membership queries had been received including not being able to renew membership via the portal and confusion over the use of arrows. It was suggested that Brian view the Sidmouth U3A website to see what functionality they had by comparison.

Anna reported that 191 members still had to renew their membership; it was thought that many would do this at the next monthly meeting on 15 April.

Anna reported that several members had paid via BACS but not completed a form, possibly because they thought they had registered. It was confirmed that a form must be completed when paying by BACS.

Stephen Boyd suggested making a request to Marion Luck, SW Co-ordinator, for an inter-group session on how other groups manage this challenge.

Brian indicated he would just use the Beacon list of email addresses going forward.

Anna indicated Dennis was willing to help Brian as needed.

Two card machines will be in use at the meeting on 15 April. Kay, Stephen, Anna and Suzie to manage. Members will be invited to pay either before or after the meeting. As some

members have lunch in advance of the meeting it was suggested that an announcement be made in the café about completing forms/making payments, etc.

Anna will bring printed forms for completion by members as needed. Form must be completed before any money is taken. Anna will need to add in member details onto Beacon when members pay via BACS.

Action: Anna to purchase printer; she will provide a list of members who still need to complete a form; Richard to contact Marion Luck regarding an inter-group session.

26/051 Secretary's Report

Kay has filled in the Annual Return and submitted it to the Third Age Trust, and the capitation fee has been paid. She has declaration forms and badges/lanyards ready to give to the new committee members.

26/052 Group Coordinator's Report

Most groups are now listed on Beacon; Jackie hopes to complete this today.

Some concern was expressed about how well informed any one-off walk leaders are of their responsibilities.

26/053 Programme Secretary's Report

The list of future talks has been included in the April Bulletin.

26/054 Publicity Report

Honor Head has agreed to take on the Bulletin as well as the Magazine but will need support with the distribution of the posters advertising the monthly talks. Richard is keen to speak to Rob Newell about taking this on.

26/055 Magazine

Approval was given for distribution. Jackie shared that some members have interesting tales to tell that could be included in future magazines if interviews could be organised.

26/056 Communications Report

Brian described the transition to Beacon as a learning curve but felt we were getting there. He confirmed that members receive an email confirming their membership number if they paid by PayPal. Anna needs to send an email using a standard template when payment is made by BACS.

26/057 Network Coordinator's Report

Richard had nothing to report.

26/058 Any Other Business

1. Purchase of printer: approved.

2. Provision and supply of information to membership

Jackie explained the rationale for generating this proposal, the need to create greater consistency in what information new members receive about what Honiton U3A is offering, with a focus on inclusivity. Richard agreed to approach Rob Newell to see if he was interested in getting involved in driving this proposal forward. Anna made some suggestions and challenged whether this approach was the best way forward. Jackie stressed the need for inclusivity and felt a strong welcome was important. Dawn suggested running a 3/6-month trial for the Welcome Pack and receiving feedback from the new members as an initial step forward.

Action: Jackie to give an update on progress at the next meeting; Richard will approach Rob.

3. Voluntary support to members

Richard shared a communication from a member who was currently struggling to get to any U3A meetings/group activities. A discussion ensued on how to support such members. Dawn shared how this worked informally in the Music Appreciation group. Ideas shared included using the Group Leader to coordinate volunteering and use of the mobile phone.

26/059 Date of next meeting

NB Friday 8 May (due to bank holiday on 4 May) starting at 2pm in Methodist Church Hall. Richard closed the meeting at 3.59pm.
