

Minutes of the Committee Meeting held on Monday 1 June 2026 at 2.00pm

at the Methodist Church Hall, Honiton

Present: Richard Spoerry, Anna Jacobs, Kay Edge, Jackie Moran, Stephen Boyd, Brian Churchill, Suzie Blithe, Honor Head, Dawn Wood, Rob Newell

Minutes: Kay Edge

26/074 Introduction

Richard Spoerry welcomed everyone and introduced new committee member, Rob Newell.

26/075 Apologies for Absence

Jean Goss was unable to attend the meeting.

26/076 Approval of Minutes (8 May 2026)

Approved.

26/077 Matters Arising

26/058(2) Welcome Pack for New Members

This has been put together and distributed by a team effort of a number of the committee and distributed to all except two of the members who have joined since 1 April. It is hoped that others who joined after 1 January might pick one up from the New Members meeting on 9 June, and if they let Jackie Moran know they cannot attend they will be sent one. She will also take some packs to the Coffee Morning next Thursday.

Most of the contents of the pack have been emailed to Val Frood to put on the website (though not the 'Welcome Letter'), and once Jackie has made a PDF of the Privacy Statement and Terms and Conditions that document could replace what is currently on the website. NB We should all check the website regularly for any anomalies or errors and let Val know.

It was agreed it would definitely be worthwhile to keep the pack going (and updating it when relevant).

26/065 Committee Whats App Group

Brian Churchill set this up, as requested at the last meeting, and some of the committee replied as soon as it was live. It should be kept for short snappy information or queries rather than gossipy exchanges! We will see how it goes for the next three months.

26/066 Disclaimer Slip

A number of group leaders have given out slips to their groups; Jackie will help Stewart Raine with slips at the next History meeting (his group is really large) and a number of other group leaders are yet to implement the system. It was agreed if a member belongs to a number of groups it is enough to just sign one slip to cover their agreement to consent in all groups. From next membership year the slip will in any case form part of the redesigned membership form. Jackie raised the question of members' emergency contact details being put on Beacon – she is keen we use the system as much as possible, as Sidmouth u3a do – but some of the committee expressed reservations about the usefulness of this (in an emergency one would call 999, as happened at a History meeting when a member collapsed) and it would have to be a voluntary option as some members might object to this information being published in this way. Group

leaders, especially of certain active-based groups like Walking, Nature and Pickleball, should certainly have their group members' emergency contact numbers to hand on all group occasions. Again, this information could be added to the new membership form next year.

26/072 Plans for Recent Joiners Meeting, 9 June, 2pm, Methodist Church Hall

Disappointingly the email invitation has only resulted in 1 positive acceptance and 2 'possibles', with seven of the invitees saying they can't attend and no responses from the rest. It is hoped that more people turn up on the day, as previous such meetings have been successful and informative. Richard asked what the format of the meeting would be: group posters, lists of vacancies and other information will be displayed, there is a questionnaire, and the 'post-it' note suggestions and queries will be organized by Stephen Boyd; hopefully some group leaders will be there too. Richard will collect the white board from Val C-G, and some of the committee will be there to serve refreshments and chat to people informally.

26/078 Treasurer's Report/Membership Secretary's Report

Anna Jacobs said that, for clarity, she separates 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.

This year's financial transactions for January, February and March have been put on to Beacon since that couldn't be done prior to the launch. The records are now up to date and reconciled to the bank account.

Per Accounts	CORE A/C	SELF-FUNDED	TOTAL
B/F @ 1/05/2026	£8271.96	£1445.60	£9717.56
RECEIVED	£933.00	£347.40	£1264.40
PAID	-£156.42	-£194.00	-£350.42
C/F @ 28/05/26	£9048.54	£1599.00	£10,647.54

Per Bank statement as @ 28/5/26 = £10,572.54 **less** outstanding payments £ 0.00 **plus** Petty Cash £75.00
Plus PayPal balance £0.00 = **£10,647.54**.

Core receipts were subscriptions £928.00, Other £5.

Core payments were Monthly Speaker £0.00, Beehive rent £0, Methodist rent £60.00, Bank Charges £4.15, PayPal £3.49, PPS £88.78. **NB The Beehive rent of £100 has been paid since this report was compiled, but no invoice has been received yet from April speaker.**

Self-Funded receipts were Group Dues £347.40; **Self-Funded** payments were Rents £194.00.

Total Group Balances Held (£0 unless listed) at 28/05/2026 £ 1,599.00_made up as follows:

Art ff £89; Cribbage £8; Current Affairs £108; Games £207; History £433; Historic Churches £20; Reading fp £111.50; Singing ff £475; Spanish £118; Walking (Brian H) £29.50.

Our bank balance remains healthy.

The Annual Return to the Charity Commission for the year to 31/12/2025 has been completed, as has the return for the U3A magazine. Any members who have not yet renewed their subscription have been removed from the list.

Membership: We currently have 320 members of whom 42 have joined since 1 January 2026; 54% used the Beacon Membership Portal to renew and 46% have continued to use the paper forms with BACS or cheque payments; 66 members have not renewed this year: 5 have died, 27 have resigned and 34 have let their membership lapse without any information (though some of these people are known to other committee

members to be seriously unwell, suffered recent bereavements, forgetful or whose circumstances have changed). Anna has spent time chasing up the non-renewers: there were 76 at the end of April and the number is now down to 34, so she must be thanked for her efforts.

Attempts have been made to get paper forms to the non-renewing members in case they can't or don't want to use the portal. The various group leaders have been contacted and supplied with paper forms to give to their non-renewed members if they can't download them from the website, which has helped considerably; 14 members renewed or joined at the May Beehive meeting, and experience suggests there will be more in the future.

Currently 9 members who have paid by BACS or by cheque have not supplied the form to go with the payment. It is the signed form which creates the contract of membership and without it the payment is just a donation rather than a subscription to membership of Honiton U3A as far as our insurance and HMRC are concerned (and it is required by legislation re: money laundering and data privacy). Basically, without a completed form, even if they have paid, they are not members of Honiton U3A. They have been emailed and forms posted out to any who don't have email, in addition to asking group leaders to supply the forms to them in person. A list of the 9 members was available at the committee meeting and committee members who know them will help rectify this. A number attend the History group and Jackie will take forms along to the next meeting.

Although Anna was concerned that the number of non-renewers was worryingly high she should be reassured that, particularly given the age demographic of our members, the number is perfectly normal and we will definitely pick up more members as the year proceeds.

26/079 Secretary's Report

Kay Edge reported that at the last Beehive meeting 93 members and 12 guests turned up to a fascinating talk by the Devon branch of the Barn Owl Trust (sadly no Barn owls attended!) Our Copyright Licence expires at the beginning of July and Kay will ask for it to be renewed and find out details of the payment required. She is currently the holder of our u3a mobile – very few queries so far – and she will pass it on to Honor Head in July.

26/80 Group Coordinator's Report

Jackie Moran reported that she is having difficulty with some group leaders not responding to requests from her. The rogue participant who was in a group all last year without being a member has now 'resigned'. Brian Houlihan is apparently asking members of one of his groups (Walks round Honiton, which *have* been checked and risk assessed) to step in and lead the group when he is away. Jackie felt she and perhaps Rob Newell, who has been helping her with risk assessment matters, should have a word with Brian to clarify how the group is run.

There is now a second Jane Austen reading group (the first group is full and Linda Martin has been keeping a waiting list until there were sufficient numbers to start the second group). There is apparently a 'waiting list' option to use on Beacon which Jackie would like to see in use, as she feels there should be a fair system of who gets to join groups when there are vacancies. Pickleball, too, has people waiting to join but the difficulty there is availability of local courts. Jackie also mentioned the recent holiday Marilyn Medforth organized in this context of fairness – there are hopes of another one – but as this is **not** a u3a group (although the participants *are* u3a members) this is a different kettle of fish altogether.

Jackie would like us to plan another Interest Groups workshop in the Autumn (to help create new groups); she later raised the idea of a 'Talks Group', which we will address at a future meeting.

26/081 Programme Secretary's Report

Suzie Blithe asked for some help with regard to the details of the Summer Social, which she is organizing for

the first time. Stephen Boyd confirmed how the table layout at Cotleigh works and he will be there to help set up (8 tables). Jackie has done a Risk Assessment but Suzie needs to check the Hall herself before the event. The helpers have covered this event before and know what to do. Tickets have now been printed (the maximum to be sold is 60) and they will be on sale at the next two Beehive meetings and at other events like the Coffee Morning. Committee members can buy their tickets at the next two committee meetings. Suzie has purchased tablecloths and needs to print out an invoice (Dawn Wood offered her printer as Suzie doesn't have one).

As regards the next Beehive meeting, Suzie checked that we would need the projector (for the pre-meeting screen display) but not for the talk – she will let the Beehive know. Richard asked about future bookings – Val C-G had booked talks for quite a time ahead, but Suzie is compiling a list of likely speakers for the future.

26/082 Publicity

Rob Newell is taking over this role but is just getting to grips with the job (and is having to care for his wife, who recently broke her hip). Honor Head has received a message from the editor of the Honiton Flyer, which does occasionally publish information about u3a which Martin Long used to supply. She will write something on this occasion and then pass on the Flyer contact details to Rob.

26/083 Magazine and Bulletin

The June Bulletin, having been read and checked by committee members, is now ready to go out. Jackie is happy for her phone number to appear on this, but not on the website which can be accessed by the general public. The Bulletin for members is sent out by Brian Churchill, the Bulletin (without Jackie's number) should go to Val Froud for the website, and a hard copy of the Bulletin goes to Peter Searl who distributes it to non-email users.

Honor said she is now asking for contributions for the next magazine, due to come out in August. She will be away for some of June but back at the beginning of July.

26/084 Communications Report

Brian said he wouldn't be at the next Beehive meeting but would bring a memory stick with everything relevant for the screen presentation to hand over next Tuesday at the new members meeting. His only problem recently had been the number of emails he could send out in one batch.

26/085 Network Coordinator's Report

Richard is taking part in an online meeting about encouraging members to volunteer tomorrow morning and will report back – he is expecting the various participants to talk about how they approach this subject. There should be another south-west network meeting taking place in the next couple of months.

26/086 Any Other Notified Business

Inter u3a Quiz: as Honiton won the last one (well done Anna and her team!) we are hosting the next quiz, probably in October; it will be open to all Devon u3as but we would expect only local ones to take part. Honor is getting the ball rolling and hoping other committee members will become involved. The Beehive is a likely venue (Honor will liaise with Stephen about availability, on a weekday afternoon, 2-5pm) with 16 tables of 4 participants. Ian Jeeves will be asked to compile the quiz (Honor needs his contact details). Now we need a team (though we don't want them to win!)

Suzie's role at the Beehive: as Programme Secretary Suzie needs to meet and greet the speaker and as Summer events organizer she needs to sell tickets, so she can't also act as assistant Membership secretary

and help Anna take payments (though this will not be as arduous in the coming months as the recent deluge will soon become just a trickle). Jackie and Stephen both offered to help out with selling tickets.

26/087 Date of Next Meeting

Monday 6 July 2026 at 2pm in the Methodist Church Hall.

Richard thanked everyone for their hard work and closed the meeting at 3.35. He will not be here for the next committee meeting and Kay volunteered to chair it.
