

BURTON ON TRENT U3A COMMITTEE MEETING -
THE PRIORY CENTRE, STRETTON 10.00AM 7TH OCTOBER 2025

MINUTES

* Indicates an Action Point in the minutes (see also Action Plan)

1. Welcome

The meeting was chaired by Richard Dryden (Vice Chair; GDPR).

He informed the meeting that Priory Administration had asked that we keep strict attention to our booking hours.

2. Apologies

Chrys Smedley (Chair); Alan Poore (Financial Assistant); Beverley Bhaskare (Minutes Secretary).

3. Present

Kathy Hines (Treasurer); Hugh Rodger (Secretary, Accessibility Officer); Valerie Bentinck (Events Secretary); Jane Kent (Beacon Coordinator); Jane Hance (Publicity Officer); Barry Gosling (Vice Chair; Welfare); Michael Bartlett (Interest Group Coordinator).

4. Approval of minutes of previous meeting

September's Minutes were approved with agreed alterations.

5. Matters arising

(number references are to the Action Plan)

- None: See completed action plan from September

REPORTS: if a written report has been received for the meeting this will be indicated below. Minutes contain reference only to items discussed. If a member would like to see the Officer's full report, please contact the Secretary who will send it to them.

6. Chair Report

7. Secretary Report

- i. *BB has agreed to minute the meetings in November and December when HR will not be present. Minutes will be completed in December.*

Committee members agreed to send HR

For the Agenda

- *Reports, including items for approval*
- *Matters Arising which they wish to lead*
- *AOB which they wish to lead*

For the Minutes

- *as above with comments and action points from the meeting*
- ii) Policy and Role updates
 - *look at those from August onwards and review for November's meeting. This will get committee up to date.*
 - *it was agreed that there should be minimal changes with some items needing only a date change.*

8. Treasurer Report

- i. *All payment requests were approved unanimously*
- ii. *The policy change regarding the Social Activities Refunds was approved. It was noted that this had been discussed informally with members who were involved with the practical running of these groups.*
- iii. *There was some discussion regarding the impact of Lloyds Bank charges including moving over to another bank. After discussion committee agreed to remain with Lloyds. However, it was noted that this can be reviewed.*
- iv. *Committee agreed to the principle of 'ad hoc' payments as outlined in the report. This is intended to simplify the 'approval process'. The Treasurer will now come back with a more detailed breakdown of how it will be actioned. *(KH)*
- v. *Richard Dryden reviewed the bank statements and confirmed that the balances matched the Treasurer's report.*

9. Interest Groups

i. EXPERT GUIDANCE in INTEREST GROUPS

MB introduced and described a group in another u3a that includes an 'expert' who is not a member of u3a. The increase of skills levels can increase members' skills and enjoyment.

Features of the group organisation include:

- members pay the usual session fee AND another fee to the expert.
- They are paying 4 weeks in advance to make sure they cover the expert's fee.

Questions were raised:

- Does it change the nature of affordability, and would some members be left out?
- Does it leave u3a groups open to business approaches that they are ill-prepared for?
- KH emphasised the need for clarity of hire statements.

Committee was, however, generally positive about accepting the principle of 'expert' guidance in the interest groups and asked MB to proceed to the next stage of planning. *(MB)

- ### *ii. MB noted with regret some very sad news regarding Mark Siner, who runs the Music Appreciation group. Mark's daughter has died, and the committee expressed its condolences. BG has been asked to communicate this to the family.*(BG)*

10. Events

- ### *i. Speaker costs as outlined in the report were approved. VB will make some additional amendments before presenting to Treasurer. *(VB)*
- Regarding Leum's fee at Riverside it was requested that running the hearing loop for u3a groups could be added to his responsibilities.*(VB)*
- ### *ii. There was general agreement that a 'formal film group is not necessary'. In addition, it was noted that unless there is a specific u3a interest group, that the cinema attendance does not need u3a oversight.*
- ### *iii. There are 42 Christmas Party tickets left to sell. Raffle tickets are due to be sold and prizes are being collected.*

11. Membership Report

- 20 new members in September

12. Accessibility

13. Beacon

14. Website

15. GDPR

16. Communication

- Item from the report, re cinema and third party notification, was introduced during the Events report.

17. Publicity

18. Newsletter

19. Welfare

20. **Any Other Business**

A The Reserves Policy was approved unanimously by committee.

B A Free Membership Year:

Committee stated that the principle of a Free Membership Year was, in some form, previously discussed and agreed. However, the form it would take needed to be outlined precisely in order to implement the process in time for next year.

It was agreed that:

- all current members would receive free membership but pay for any 'extras'.
- new members would pay the full fee as normal.

JK and KH will implement. outline next steps of implementation.*(JK.KH)

C It was agreed by committee that the miscellaneous items included in the newsletter eg quizzes, entertainments etc could be discontinued now in preparation for the new input in January.

- D** A three year PAT testing requirement was agreed unanimously after discussion about legal requirements and the perceived risk levels of u3a equipment. This will be added to the policy*(VB)
- E** BG raised the question of the necessity of monthly committee meetings. After some discussion it was agreed that to begin the process we could discontinue meetings in January and August. However, RD requested that CS lead the final decision on this item.*(RD)
- F** MB would like members to send him opinions regarding 'reciprocal membership' and he will raise at the next meeting.*

OCTOBER ACTION PLAN				
Meeting 7/10/25				
date	ref	action	member	closed
2/9	5i)	Finally, committee agreed that a note of thanks should go to Bimal Jangra for all his very hard work over the years. *(CS)	CS	
2/9	19	Present communication that will be sent to Interest group leaders asking members to design a card	BG	
7/10	8iv)	Provide detailed breakdown of ad hoc approval as stated in October Report to committee	KH	
7/10	9i)	Present to committee the next stage of policy for the introduction of 'expert' guidance in interest groups.	MB	
7/10	9ii)	Express committee and u3a condolences to Mark Siner.	BG	
7/10	10i)	Re present additional costings for speaker approvals etc as in report to committee for October; and include hearing loop function in Leum's responsibilities at Riverside.	VB	
7/10	20B	Outline next steps of implementation of 'free membership' for 2026	JK KH	
7/10	20D	Add number of years between reinspection to PAT policy	VB	

7/10	20E	Raise with CS proposed discontinuation of committee meeting in January and August as part of target to reduce number of meetings throughout the year.	RD	
7/10	20F	Send information and opinions on Reciprocal Membership to MB.	All members	

The meeting finished at 11.20.

**The next meeting is at 10.00 at the Priory Centre Stretton DE13 0HE
November 4th 2025**