

VERWOOD U3A Committee meeting.

Venue Crane Valley Golf Course, Verwood

Date Monday 7th September 2026 at 2.00pm

Chair	Howard Wells (HW)
Treasurer	Sue Bryant (SB)
Group leader Co Ordinator	Ted Mason (TM)
Bookings Co Ordinator	Mark Jenkins
GDPR Data protection	John Tolley (JT)
Membership Secretary	Kathryn Finn (KF)
Web co Ordinator	Carys Sullivan. (CS)
Secretary	Ray Williamson (RW)
Events co Ordinator.	Mike Parsonage (MP)

HW, welcomed the committee in particular introduced MJ new bookings coordinator. A thank you to all who assisted in the Rustic Fayre.

- 1. Apologies.** All present.
- 2. Approval of minutes 10th August 2026.** All agreed. Attached are the minutes from the group leaders meeting held on 8th July 2026.
- 3. Matters arising.**
 - Astronomy and meditation groups are set to begin this month.
 - Data held on members. Members responsibility to inform committee of any changes. Emergency contacts should be available to group leaders.
 - Chair was contacted to compare u3a management. Not much value, in terms things they're doing and we not.
 - HW to contact and discuss future with the Travel group leader. Carried over.
 - HW holding talks to appoint a health and safety officer.
 - Possible reciprocal arrangements with Verwood board and games club. Talks continue.
 - Community switch. They are willing to arrange a presentation which maybe very useful. They do a lot of work with the patients group surgery.

- Secure storage of sensitive data. Having contacted u3a UK, it seems the most appropriate place is Google drive. Its secure, access is versatile and easily controlled. U3a UK to be forwarded to JT.

4. Chairs report. It's been suggested we have a freecycle on the website. Enable members to pass items free of charge.

5. Secretaries report.

- Email from a Natalie Lerigo-Smith from the University of Nottingham.

Requesting a share a research opportunity with our members who may be interested. They are looking for people who find it hard to hear speech in noisy places, including hearing aid users. To join an on-line training study. The study aims to improve two new listening and thinking games as a support tool for people with hearing loss.

The study has been authorised by the University of Nottingham Faculty of Medicine and Health Sciences Research Ethics Committee.

If we approve, she is happy to send a copy of the Participant information sheet and study poster. Approved for an entry in the newsletter.

- 3rd September 2026. U3a UK. Iain Cassidy. Addressed to the chair, treasurer and secretary. Update email on proposed resolution on Trust involvement beyond the promotion and support of the u3a movement. Asking we register to vote at the AGM, in person or by proxy. The email is long and has a number of links.

Treasurers report.

- Bank Balances as at 3/9/26:
- Current Account £20935.83 Deposit Account: £11767.52
- Still no confirmation with regard to the Charities Commission Form CHV1 sent on 14th May to change details on Gift Aid account. Advised response time 35 – 60 days.

- Kerry Caley has completed the Independent Examiner's brief for the 2025/2026 accounts which have now been uploaded to the website. Many thanks to Kerry for her work.
- Renewals are still being received
- Barclays are investigating the lost batch of cheques amounting to £200 paid in via Verwood Post Office.
- I have completed the survey regarding the £250 Publicity grant received from the Trust. As we have not spent it all, we should consider replacing the old gazebo for future use.
-

Membership secretary.

- As of today, we have 47 renewals outstanding. 18 members have resigned under various reasons, i.e. left the area, family priorities etc.
- We have 44 new members.
- Astronomy. Note 14 out of 20 have not paid the course fee. I have reminded them, but who chases up?

A question arose. How long do members have to renew membership. It was agreed 6 weeks was suitable. Works in with commitments.

Acrylic art, there are no members listed and the leader has not renewed. **ACTION TM** to investigate.

Bookings.

MJ, having teething problems at the moment, membership, access etc. **ACTION RW** to give what is required on Beacon.

Group leaders report.

- Points of contact: Responsibilities of roles confusion. Update list of committee members, listing roles and contact details.
- Liaison with Venues & Bookings. And web manager: newsletter
- One leader per group (Assistant/vice leader their arrangement)
- Group Leader's meetings: As necessary, at least one per "Regular"

- “Keep list of venues” now liaise with venues/bookings coordinator.

Groups

- Accident forms emailed to leaders
- Astronomy group confusions sorted and information updated.
3/9/26 Hub
- Meditation: Recommend any applicants for any group give full name, membership number and/or email. Investigations resulting in new leader and members, and details entered and arranged.
14.9.26 BUT: originally assumed as at the Hub but no record of this? Now upstairs at Hub 5-6pm??
- New suggested Sewing group (leader) only joined at Fair and felt coerced. May reconsider in time.
- German group arranged and awaiting details of requirements (but 90 years old, and had recently left the French group!)
- Developments with Travel Group. Use of another agency?? Claire Buckly? Tours/breaks?
- Beginners’ guitar group (Woodland’s morning or at Hub?)???
Beginners group booked into the Hub.

Statistics.

- 47 Groups
- 28 groups with vacancies, 12 full, waiting: Bridge 3, Rummicub 2, Table Tennis 3.
- Popular (second group?) Art, Craft, Rummicub, Table tennis, Yoga.
- EH to be removed as GL coordinator on Beacon. Also emails swapped over on Ionos to TM.
- **ACTION**, RW. Ionos and Beacon to be updated with new changes.
- There should be one leader per group, if they want a vice leader, that’s OK. It complicates communication having more than one.
- In my brief, there should be regular GL meetings, too many is counterproductive. It has to be for a legitimate reason. I propose an annual meeting unless a specific cause comes to light.
- **ACTION**, GL’s to be sent Beacon instructions.

Discussion points.

AGM venue and appointment of officers.

Room 1 at the Hub is not suitable to house a quorate meeting.

Constitution dictates 20 percent of current membership. Equates to 70.

Are we able to put the amended constitution as item 1 on the AGM agenda.

The date 28th October 2026 may not be suitable, a new and venue to be ascertained. We need 21 days' notice to members for the AGM. Details to added to the September newsletter. **ACTION MP**

Nomination forms, not on website.

Give details what positions are vacant and which positions are up for election.

Rustic fayre report.

A big thank you to Gareth for organising the gazebo erection and dismantling. Consider the purchase a new gazebo with u3a UK grant. ACTION RW to look at costing. We have about £180 remaining from the grant.

Christmas lunch.

There 77 members signed up for Christmas lunch at Remedy Oak. Maximum is 80. Ten tables of 8 works well. We are working on entertainment and gratuities for staff. i.e. quiz, music.

Cheese and wine evening.

An evening is being organised by the Hub, perhaps a good idea to invite members.

Point of contact.

Dealt with during the group leaders report.

Meditation (Mindfulness) and Astronomy.

Both updated earlier in the meeting.

Arsenal Whittick talk.

The booking on 30th September 2026, is full, with a number on the reserved list.

Kingston Lacy talk by Tony Wilson.

There are 26 positive responses wanting to attend. Expected to be full soon. There is a charge £2.00.

Fish and chip lunch.

The Hub are starting these; one has been booked on 2nd October 2026. Afternoon and evening. A good social opportunity for members.

Remembrance Day.

Alan Pearce did a wreath last year as an ex-military officer. I wish to ask him to do it again, if all in agreement.

Constitution update.

- * Everybody received a draft copy, colour coded. Previously discussed and agreed paragraphs are in red. Paragraphs in blue have been taken straight from the u3a UK model constitution. In particular about online meetings. This has gone through their lawyers. So, they have been inserted verbatim. Having removed our previous comments about meetings.
- * One item that's need to be clear is our membership fees, a fixed due date. u3a UK recommends 60 or 90 days. After a discussion it was decided to have 42 days, 6 weeks after 1st September. Before our AGM.
- * Conflicts of interest. Cannot serve on one u3a committee and on any other u3a committee.
- * A charity trustee must declare interest nature on any other company.
- * Special meetings, if the committee doesn't want to hold one, members can come in and organize their own.
- * Adjournments, voting by proxy, its very specific on how that's done.

Draft approval proposed and seconded, before the committee, all agreed. To be sent out members ready for voting for acceptance at the AGM.

Norton security on u3a laptop.

The u3a laptop Norton security has lapsed and Microsoft windows no longer supported. ACTION, RW find laptop and check contents.

AOB.

HW. I have been approached by a person from the services who gives talks like the Falkland disputes and similar. To be expanded.

A seminar by Peter Easedown on modern Tech, mobile phones and laptops. To be arranged.

Next meeting Crane Valley at 2.30pm on Monday 12th October 2026.