**Lostwithiel Area u3a Committee Meeting: Wednesday 29th April 2026**

**Present:** Andrew Currie (chairing meeting), Annie Singer, Lalita Madhavani, Steph Thomas, Karen Dickin, Sheila Mackinder, Francoise Currie, Dave Bridges, Richard Bower, Liz Hemsley.

**Apologies:** David Platt, Zeb Banks.

**Correspondence:** Nothing to report.

**Minutes of last meeting**

- **Uploading latest revised Constitution to Charity Commission website:** David P working to resolve issues/challenges and complete action.
- **Help with technology set up for future Open Meetings:** Francoise will raise at forthcoming Open Meeting and Karen will include in Newsletter Extra. Annie expressed huge thanks and appreciation to Mark for generously continuing to provide this support, particularly for the last 12 months when no longer a committee member.
- **Alternative Signatories for Bank Account:** Lalita confirmed that she and David P would sort this out on David's return. **Action: Lalita and David.**
- **Website – refresh of rotating images displayed on the front page of the website:** In David's absence, Annie will ask Group Leaders/contacts to choose - ideally - a pre-existing photograph from the website for their group. For groups that don't have a photo (or don't respond), we (the committee) will select a photo or image on their behalf. **Action: Annie.**
- **u3a Trustee Inductions of recently co-opted committee members (Francoise and Richard):** Completed and both have confirmed their acceptance of the Charity Commission's document **"The Essential Trustee: what you need to know, what you need to do" (CC3)**.
- **Community Slot for future Open Meetings:** Local Animal Therapy organisation – Annie to invite; LEAF (Lostwithiel Environmental Action Forum) – Richard to invite to September or November meeting. **Action: Annie and Richard.**

**Acceptance of minutes of previous meeting**

Draft minutes of 20th February meeting circulated for comment and the amendments/additions received incorporated in final version; on this basis, acceptance of minutes assumed.

**Most recent Open Meeting attendance figures**

2nd March: 36 members, 2 non-members.

**Dates for 2027 Open Meetings**

Dates agreed taking account of public holidays etc: 4th January; 1st March; 10th May (AGM); 5th July; 6th September; 1st November.

**Officers' updates**

Reports/updates issued with agenda and were discussed.

**Groups Co-ordinator, David**

Based on some initial discussions about new group ideas and some ideas of his own, David will be looking to progress the following: Line dancing; Angling; Come dine with me; Travel Group. David continues to welcome any other ideas to continue to retain/attract members.

Annie noted that the Mahjong Group has now completed their Risk Assessment and also drew attention to an example of good collaboration between groups with the Art Appreciation Group opening up one of their forthcoming visits to the Garden Visit Group, to maximise numbers to make use of the Lerryn minibus viable.

Francoise flagged a Wine Appreciation Group tour to the Camel Valley Vineyard on 13th July, and along similar lines would like to extend an invitation to the wider membership to fill a small number of spare places on the minibus. **Action: Francoise to email Karen further details to be included in the imminent Newsletter Extra.**

**Publicity Officer, Karen**

Karen reiterated her request for suggestions for any key messages to promote to the membership.

**Speaker Secretary Dave,**

There is now a full speaker programme for the remainder of the year.

Suggestion from Richard for next year's programme: Andy from Andy's Computers to talk about the threat of scamming and how to avoid it.

**Membership Secretary, Steph**

Current membership 264; 4 new members since last committee report (20th February). The renewal period went relatively smoothly with seemingly fewer issues with the portal. Now approaching 50% of payments by portal (PayPal); 22 payments by cheque, but cash payments refused this year. There has been an overall drop of 20 in the membership.

**Treasurer, Lalita**

As of 16th April we currently hold a balance of £6,209.82 in current account, and £5,052.77 in deposit holding account. Plus £380.93 in Interest Group Cash Accounts, £27.29 in PayPal account and £131.07 Petty Cash. **Total: £11,801.88.**

The 2025/26 Accounts have now been examined by Daniel Chapman ACA. Lalita flagged that a replacement for Daniel will be needed to examine next year's Accounts. Lalita also reported that it was hopeful that a new Treasurer had now been found to replace her and stressed the importance of regular contact/liaison between the Membership Secretary and Treasurer regarding reconciliation of the bank accounts.

**Recruitment to committee roles**

One vacancy remaining – Secretary; in the possible scenario that no one comes forward for this role between now and the AGM, Karen has agreed to move across to become Secretary, leaving Publicity Officer as the vacancy to be filled.

**AGM/timetable for sending out calling papers/arrangements for meeting**

AGM – **Monday 6th July**. Liz preparing paperwork including Agenda and nomination form for committee membership. Timetable:

- Issue calling papers to membership **w/b Monday 25th May** (6 weeks' notice)
- Closing date for nominations **Sunday 21st June** (2 weeks before meeting)

Annie has agreed to act as "compere" to lead AGM. **(Subsequent to meeting: Annie will no longer be available – volunteer to replace her required).**

**Ways to spend funds to benefit all our Groups/Members (carried forward from previous meetings)**

Agreed to keep as a standing agenda item for the new post-AGM committee to take forward.

**Updating our u3a Trifold leaflet**

PDF of partially amended version circulated in advance of meeting and briefly discussed. Any further amendments to be sent to David to update the master version designed and prepared by Mark in a format which can easily be changed.
Steph expressed a big thank you to Mark for the new leaflet. Karen will liaise with David on his return from holiday to arrange printing of 50 copies: **Action – Karen**.

**Permission to purchase 2 u3a branded roller banners**

Those present agreed unanimously to the purchase of 2 banners @ £45 each. **Action: David.**

**Lostwithiel "Charity Sunday Funday" – Sunday 26th July**

Discussion about the Charity event. Taking account of the apparent change of focus/demographic this year, it was felt that our attendance at the event was no longer an effective way of showcasing our u3a. Although we had agreed at a previous committee meeting that we would attend this year, it was felt by those present that we should now pull out of this year's event and in the future concentrate on other opportunities/events with a better match to our own demographic to promote our u3a. An Open Day, similar to the one held in our Anniversary year, was suggested, perhaps with a different venue with more space such as the Community Centre. **(Subsequent to meeting, it was pointed out that on the basis of earlier committee agreement to attend this year's event, we were now committed to attend, and it was too late to cancel our attendance).**

Richard suggested exploring ways for our u3a to collaborate with other community groups in Lostwithiel to benefit the town.

**Committee member volunteers to host/front future Open Meetings**

6th July (AGM) tbc. (Carry forward to June committee meeting)

**Dates/venues of future Committee meetings and volunteers to "chair"**

**T**uesday 9th June, **<u>11.00</u> am** at Royal Oak – Andrew to chair. **Action: Sheila to make booking.** (**Subsequent to meeting: NB ½ hour later start date at request of Royal Oak).**

**AOB**

- Teas for May 11th Open Meeting – Karen; Liz to bring milk.
- Purchase of advance booking tickets on behalf of Day Trippers, raised by Sheila. Agreed, using same process as Theatre Group; importance of using reference number to identify payments into u3a Bank Account flagged by Lalita.
- Lunch Group expenditure - £15.78 for reuseable name slates; would they be considered 'an asset'/claimable as expenses? As this expenditure benefits a group rather than the wider u3a, and because the previous Capital Grant Scheme has been discontinued following a previous committee vote, it was felt that this expenditure was not claimable from u3a funds as groups are intended to be self-funding; the cost should therefore be shared by group members.