

Verwood u3a Committee Meeting  
Verwood Hub  
27<sup>th</sup> August 2024

**Present:** JCM (chair), HJW; JT; JBM; DN; TW; JD

- 1: **Minutes of the Meeting** held on 15<sup>th</sup> May 2024 were accepted as a true and accurate record.
- 2: **Matters Arising:** It was noted that the May minutes were not yet on the website. **JD**
- 3: **Chairs Report:** JCM noted most of her items would be covered in the agenda other than LH was standing down as secretary in October due to personal commitments. Minutes would be taken by JD.  
**LH was thanked formally for her hard work and commitment to Verwood u3a**
- 4: **Treasurer's Report:** The accounts had been audited and all was fine. (*N.B. by JD - the Accounts and the audit certificate were on the website front page footer*). It was noted by JBM that subscriptions last year had been £812.31 less than venue expenditure and that the profit shown was purely due to the spare ball income, gift aid, the Verwood Town Council grant plus sundries. Therefore, the fee increase was definitely needed. The account balance at present was high due to subscription renewal but £10, 000 had been placed in a deposit account. This money was readily accessible. 265 members had renewed already leaving around 100 to renew.  
**JCM would send a renewal reminder to all members.**

**Fees Increase:** JCM commented that the fees increase had had generally favourable responses and that members had found the rationale for doing so clear and logical. It was hoped that with the current surplus that the fees would not rise next year. This was clearly dependant on external factors such as inflation and the pending tough budget on October 30<sup>th</sup>. Part year membership (joining after Christmas) would be £30 with an additional £5 for the weekly group new members. The way to disseminate fee structure information was discussed. It was agreed this had to be a committee decision and could not be left till the AGM, the timing of which was correct to ensure end of year accounts.

**It was decided that if a fees adjustment was needed in future, then an EGM could be called to explain it to the membership, but that the final decision had to be a committee decision.**

**JBM was thanked for his work with the accounts**

- 5: **Venues and Groups Report:**  
The Groups were popular and successful. The task of booking venues was a busy one at times. The Hub is the preferred venue both from access and helpful staff plus the reasonable charge rate. Group leaders must be prompt in telling DN of any changes because another large organisation is now using the hub since the closure of QE so space is becoming a premium.  
**DN would prompt Group Leaders**

**Feedback From Group Leader Meeting -May 31<sup>st</sup>:** The event was well attended and positive

with each group leader being given time to introduce their group and raise anything relevant. This worked well and the meeting ran to time.

**New Groups:** There had been a number of new groups starting in 23/24: Men's Discussion; Mindfulness; Book Club; Rummikub; Yoga (so popular now 2 groups); Sugarcraft; Astronomy; Geology and Travel Through My Lens. Some were short course sessions only. Most were set to continue although Astronomy would not repeat. Newer groups were being scheduled later if possible so the part-time workers could attend. All short course groups would now attract a charge for attendance in addition to the membership fee. Craft and Jewellery would now be sign-up workshops open to all on a first come first served basis and attract a charge to cover material costs.

**Bridge Groups:** The current Bridge group now met at Crane Valley GC and was not now running as a u3a group. This means that the concessions for visiting u3a members no longer applied at present. A new Bridge leader for the Verwood u3a is being sought.

- 6: **Beacon Update:** The Beacon system was up and running and proving very worthwhile. GM (webmaster) was running Beacon at present. The set-up had been hard work but was largely completed. The work had been largely undertaken by GM and JCM with JBM and DN assisting. The calendar was much better than the old system and the whole system was much more efficient. Group Leaders would be trained in using Beacon on an ad hoc one to one basis as required. The Beacon fee was awaited and would be £1 per member. Beacon group emails were automatically BCC.

**Website Report:** The website was operating efficiently and JD was continuing her training on it and progressing well.

**New Members:** JCM and GM were currently running new membership applications whilst Beacon was bedding as most new applications were now online. Two people had paid membership fees without filling out a form and JCM was attempting to track them down. Their details should emerge when they join a group

**JCM would alert Group Leaders to inform when new members attended.**

- 7: **Open Day Feedback:** The event was again well attended and successful. There had been a couple of issues with new member applications and renewals due to the changed system but these were largely resolved.
- 8: **Committee Vacancies:** There are now 3 Committee vacancies with LH standing down at the AGM. DN was writing her job description and was hoping to hand over Bookings and JBM would also like to hand over as Treasurer. JCM had another year to run as Chair but HW would not be standing. Members needed to be encouraged step forward. Job descriptions are available from the National u3a website and can be adapted for local requirements.
- 9: **AOB:**  
**Spare Ball** has vacancies despite making good profit and needs promoting. Suggestions were made with regard to: establishing a focus; revamping the webpage entry; a potential name change.  
**HJW would investigate**

**Christmas Lunch:** This would be on 18<sup>th</sup> December at Remedy Oak with an 80 place limit. Menu choices were needed by end of October with payment due by Nov 15<sup>th</sup>. There would be no refunds for cancellation after Dec 1<sup>st</sup>. The cost would be £39.50 to include a voluntary £2 for staff tip, but a glass of Bucks Fizz on arrival was included. It was hoped that there would be live music courtesy GM and potentially Riverblue.

**Elvis Evening:** HJW keen to get this promoted and organised. Payments go to him. Raffle prizes were needed.

**CPR Sessions:** Paul Berry the CPR trainer would be running refresher training at £5 per head – dates to be organised. Group Leaders would be asked to nominate a group member to attend if at all possible.

**JCM would email group leaders**

**Rustic Fayre:** Attendance at the Fayre had been worthwhile and the presence of Riverblue helped to attract people to the stand. It would have been helpful to have had a map of location prior to the event. Useful ideas were gained from other stand owners notably Canal Painting with the stall holder willing to hold a workshop. Entry fee would be £8 next year.

**Christmas Craft Fair:** JCM and DN were investigating hold a Christmas Craft Fair on 27<sup>th</sup> Nov from 2-5. Craft stalls would be invited to attend and potentially u3a crafters would set up tables where a skill could be explored. Charges for this event would be discussed.

**Date of AGM:** The AGM date was agreed for 16<sup>th</sup> October 1.30 -2.30 PM in the Hub Theatre. *(NB after the meeting it was found that the Theatre was not available so Friday 25<sup>th</sup> October is the provisional date - TBC)*

**10: Date of Next Meetings:** 9<sup>th</sup> October 10-12 AM  
9<sup>th</sup> December 2-4 PM

**DN to book**

**The meeting closed at 12**