

Huddersfield and District U3A Committee Meeting Minutes

Tuesday 1 July 2025 held at 2.00pm at Aspin House

Present: Dallas Cliff (DRC) Chair, John May (JM), Brian Farrand (BF), Janet Forde (JF), Isabel Foster (IF), Moira Marshall (MM), Sue May (SM), Alison Newbery (AN), Monica Plested (MP), Mike Scholes (MS), Diana Wilson (DW)
Copy of Minutes to Christopher Newbery (CHN)

1	Apologies for absence	
	Jenny Eaglestone	
2	Minutes of meeting held on Thursday 20 March 2025	
	The minutes were approved as a correct record	
3	Matters arising and Action Points not otherwise on the agenda	
	• JD resignation update – DRC DRC reported that so far no one had come forward to serve as Hon. Treasurer. DW is pursuing a possible volunteer who is currently in full employment but planning to retire. • Bank signatories – DRC Adding or changing signatories would be deferred until a new treasurer was in place. Currently signatories are DRC, JD, AN and CHN. • HSBC Payment of Invoices – AN for CHN This issue had now been resolved. • Tutors' expenses decision – DRC Tutors will continue to receive expenses unless they decline to do so.	DRC/DW JF
4	Safeguarding Update – BF/IF	
	• Safeguarding documentation email reminder to tutors – JE/IF JE and IF had sent a reminder to tutors. It was suggested that a further reminder would be sent nearer the start of the academic year. • Visit of representative from the Hub/Age UK - Dementia awareness/information – IF IF has liaised with Monica Tomaszewicz, the lead on this issue and had agreed a tentative date for a visit on 16 October. It was agreed that the visit would be stand alone, not an item in a standard meeting. IF was thanked.	IF/JE/JF IF
5	AGM/Gala Concert 29/10/25 update	
	Gala Performance October 2025 – MS MS reported that planning for the gala Performance was well in hand. It was agreed that MS/DRC/MP would meet with Jean and John North from URC in September to discuss furniture arrangements for the performance and agree a time for the arrival of the performers.	MS/DRC/MP

	be advised in the newsletter that that they could receive a printed copy of the revised constitution should they wish. Once approved at the AGM the revised constitution would be put on the website. 8.5 Constitution change <i>re quorum</i> resolution – DRC/JM JM was thanked for his work on the revisions to the constitution. 8.6 Tutors’ lunch– SM 2024/25 JF tabled a breakdown of figures for attendance/or otherwise at the Tutors’ Lunch. Numbers were very disappointing but had been declining over the last few years. The reasons were discussed fully. It was suggested that with the advent of Beacon contact with and between tutors would reduce even further. It was agreed that we organise a lunch for Spring 2026 to address this. The invitation letter might suggest to tutors that they invite co-tutors or a member of their class to accompany them or attend on their behalf. It was also agreed to arrange the lunch during the February half term to avoid the event being held so close to Easter. IF agreed to organise the lunch. She would liaise with Jean North at URC to agree a date and then contact Heidi Brook, the caterer. 8.7 Finance - AN on behalf of CHN • Class costs 2024/2025 Members thanked CHN for the Class Costs schedule presented for 2024/5. It was noted that 5 of the listed classes would not run in 2025/6. MP questioned whether classes with very small numbers could be accommodated in tutors’ homes rather than be lost altogether as the committee had agreed in an attempt to defray costs. JF noted that with the increase in fees in 2025/26 on current venue rents the deficit would be much reduced. It was suggested that fees should still be increased by a much smaller increment at each revision rather than by the very large amount necessary when our reserves were exhausted. • Bequest Ramsdens solicitors had advised us of a bequest to the Huddersfield & District U3A in the will of Mrs V A Ives. • Bank Charges for small charities HSBC had informed us that the £5 monthly account fee levied on small charities would be removed. 8.8 Walking Group Update JF JF advised that all walking group members were fully paid up and 2025/26 registers had been created. Tutors had been very cooperative in this exercise. Groups ranged from 9 – 37 members.	IF
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9	Reports from Officers	
	• Venue Update– JE No problems with venues had been received. • Equipment – ? AN advised that there was an equipment list on the system which it was agreed to review at the next meeting. • Facebook – JE Facebook was well used by walking and cycling groups. • Publicity – JM/SM JM reported that Age UK with a broadcasting partner were planning a three day course designed for older people. He would further explore the purpose of the course, what would be involved and whether such a course should be publicised in the newsletter. • Transport for Disabled members – AN for CHN Nothing to report.	
10	AOB	
	Office volunteer – JE/JF JF reported that Pat Isaacs had been welcomed by the office team and was currently being trained. It was noted with regret that Catherine Harvard had had to leave for family reasons but it was hoped that she could return if these were resolved.	
11	Date & Time of Next Meeting:	
	Tuesday 19 August 2025 at 2.00 at Aspin House	