

# Huddersfield and District U3A Committee Meeting Minutes

## Tuesday 19 August 2025 at 2.00pm at Aspin House

**Present:** Dallas Cliff (DRC), John May (JM), Isabel Foster (IF), Janet Forde (JF), Sue May (SM), Moira Marshall (MM), Alison Newbery (AN), Monica Plested (MP) Mike Schofield (MS), Diana Wilson (DW)

Copy of minutes to Christopher Newbery (CHN)

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| <b>1</b> | <b>Apologies for absence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                        |
|          | John Dixon (JD), Jenny Eaglestone (JE), Brian Farrand (BF))                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                        |
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| <b>2</b> | <b>Minutes of meeting held on Tuesday 1 July 2025</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                        |
|          | The minutes of the meeting on 1 July 2025 were approved as a correct record.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                        |
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| <b>3</b> | <b>Matters arising and Action Points not otherwise on the agenda</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                        |
|          | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                        |
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| <b>4</b> | <b>Safeguarding Update – BF/IF</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                        |
|          | <p>Safeguarding documentation email further reminder to tutors – JE</p> <p>It was agreed that this documentation would be sent to tutors when registers were distributed.</p> <p>DRC reported on issues arising in one Bridge class. It was agreed that a policy was needed to cope with this kind of issue. DW suggested that a general games class be considered to allow members affected to enjoy a social gathering. Advice would be sought from Monica Tomaszewicz on her visit in October</p> <p><b>Visit date of representative from the Hub/Age UK - Dementia awareness/information</b></p> <p><b>IF had arranged for the dementia awareness meeting to be held on 14 October 2025 at 2.00pm at Aspin House</b></p> | <p><b>JE/JF</b></p> <p><b>DRC</b></p> <p><b>IF</b></p> |
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| <b>5</b> | <b>Hon. Treasurer – DRC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                        |
|          | A very successful meeting had been held at Aspin House on 14 August for financial issues to be reviewed with our potential treasurer after which she agreed to take up the post. DRC reported that Joan Conally is to become our new treasurer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                        |
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| <b>6</b> | <b>Accounts 2024 -2025 - DRC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                        |
|          | <p>The committee approved the 2024 – 2025 accounts noting that the deficit was £6,572. Nonrecurring expenses included £3340 but as no tutors’ lunch had been held in this period it was noted that 2 tutors’ lunches would appear in the 2025 – 2026 accounts. It was agreed that subscriptions would rise by £1 to £19 per member but class fees would remain the same.</p> <p>JF reported that Ramsdens solicitors had informed us of progress on the promised bequest from the estate of Mrs V A Ives.</p>                                                                                                                                                                                                                | <b>AN</b>                                              |
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                        |
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| <b>7</b>  | <b>AGM/Gala Concert 29/10/25 update</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                      |
|           | <p>AGM – DRC</p> <p>Receiving Accounts</p> <p>In JD's absence DRC would present the accounts at the AGM and take any questions. JD would be asked for any pertinent points not contained in the accounts and notes to the accounts.</p> <p>Resolution on changes to the constitution</p> <p>JM would write a resolution on the changes to the constitution to be included in the AGM Agenda publicised in the Autumn newsletter.</p> <p>Resolution on Affiliation</p> <p>It was agreed that no resolution was required on potential affiliation with the U3A Trust. DRC would include an update in his report.</p> <p>Committee membership</p> <p>MP would be proposed as a full committee member as would our new treasurer Joan Connally. AN had agreed for her committee membership renewal in the short term.</p> <p>Gala Performance October 2025 - MS</p> <p>MS reported on issues around parking for the Gala Concert. A meeting of the music tutors was planned in September.</p> | <p><b>AN</b></p> <p><b>JM</b></p> <p><b>DRC</b></p> <p><b>MS</b></p> |
| <b>8</b>  | <b>Affiliation with U3A Trust/adoption of Beacon – DRC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                      |
|           | <p>Members reviewed the affiliation report circulated by JM. Slight revisions were suggested so that it could be included in the Autumn newsletter.</p> <p>DRC was planning a Zoom meeting with Brian Cave, our contact for both affiliation and the adoption of Beacon. He noted that our organisation was an anomaly in respect of the use of Beacon which so far had been confined to new and much smaller U3A branches. He emphasised that this was to be a negotiation. Should our requirements be impossible to meet we would not proceed. JM would participate in this meeting and other committee members were invited.</p>                                                                                                                                                                                                                                                                                                                                                       | <p><b>JM/AN</b></p> <p><b>DRC/JM</b></p>                             |
| <b>9</b>  | <b>One off talks - DRC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                      |
|           | <p>DRC reported that the venue for the proposed talks was still under review so nothing could be finalised. He would devise a holding statement for the newsletter comprising of the talks being offered in the Spring term but no time nor dates would be included. Email reminders would be sent to members as would paper information to those not on email if the time and dates could not be included at this stage.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>DRC</b>                                                           |
| <b>10</b> | <b>Admin/Office</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                      |
|           | <p>10.1 Member number update – JF</p> <p>JF tabled the member numbers update.</p> <p>Membership now stood at 840 compared with 896 at the same time in August 2024. New members at 108 were two more than at this time in 2024.</p> <p>297 of last year's membership had not renewed.</p> <p>It was disappointing that despite all efforts membership appeared to be in slow decline. The increased costs might be one factor as it appeared that more people were now paying for one term rather than two.</p> <p>10.2 Website – JE</p> <p>Nothing to report.</p>                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                      |

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|           | <p>10.3 Autumn Newsletter – AN</p> <p>AN noted that the newsletter would follow the usual pattern including the agreed date of the tutors’ lunch, a note about the increase in subscription costs together with the decision not to increase class fees and the deaths of two life members since Autumn 2024.</p> <p>Notification of the AGM with a resolution for members to approve changes to the constitution and relevant papers plus an information report on the suggested affiliation and the adoption of Beacon would also be included.</p> <p>10.4 Tutors’ lunch for 2026– IF</p> <p>IF reported that the tutors’ lunch had been booked for 18 February in the Spring half term at URC. Jean North was preparing the hiring agreement and the caterer had been booked.</p> <p>10.5 Finance - AN on behalf of CHN</p> <p>Two venues had not presented invoices for the last two years despite reminders and a new venue had provided the wrong account number for payment.</p>                                                        | <p>AN<br/>MM<br/>DW</p> <p>DRC/JM</p> <p>IF</p> <p>MS<br/>CHN</p> |
| <b>11</b> | <b>Reports from Officers</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                   |
|           | <p>Venue Update– JE</p> <p>JE will confirm venue bookings for classes on 26 August.</p> <p>Equipment List for review – DRC</p> <p>Several changes to the list were noted. AN will update the current list and in future years MP will chase up equipment where necessary; JF will keep the list current.</p> <p>DRC noted that the Crossland Moor pay as you go bridge class had been withdrawn. The equipment was now located at the Huddersfield Bridge Club. JF will check with Carol Moorhouse on the position on sewing machines at the Mission</p> <p>Facebook – JE</p> <p>Nothing to report.</p> <p>Publicity – JM/SM</p> <p>SM reported that with the cost of advertising and poor value for money word of mouth still remained our best way to attract new members. It was planned to continue contact with HD Connect to take advantage of their free few line inclusions offer. It was suggested that the Huddersfield Hub may be worth an approach</p> <p>Transport for Disabled members – AN for CHN</p> <p>Nothing to report</p> | <p>JE</p> <p>AN<br/>MP/JF<br/>JE</p>                              |
| <b>12</b> | <b>AOB</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                   |
|           | <p>It was agreed that all committee members should be notified of the illness or death of a Huddersfield and District U3A member.</p> <p>JF reported that Aspin House had been sold. A lease was being prepared by Anne Short to legitimise our tenancy.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | JE/JF                                                             |
| <b>13</b> | <p><b>Date &amp; Time of Next Meeting: - Tuesday 18 November 2025</b></p> <p>The term dates and those of future committee meetings would be reviewed in November. It was suggested that these should take place on different days for each meeting to ensure that members did not always miss a class.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | JF                                                                |