Huddersfield and District U3A Committee Meeting Minutes
Tuesday 18 November 2025 held at 2.00pm at Aspin House

Present: Isabel Foster (IF) and Christopher Newbery (CHN) (Joint Interim Chairs), Joan Connally (JC), Jenny Eaglestone (JE), Janet Forde (JF), Moira Marshall (MM), John May (JM), Sue May (SM), Monica Plested (MP), Mark Robinson (MR), Mike Scholes (MS), Diana Wilson (DW), Alison Newbery (JAN) observing

Welcome: Joan Connally, Monica Plested and Mark Robinson were welcomed as new members and Christopher Newbery was welcomed as a co-opted member.

Resignation: The resignation as chair and committee member of Dallas Cliff (DRC) was accepted with regret.

1	**Apologies for absence**	
	No apologies were received.	
2	**Committee Membership**	
	Appointment of Officers **Treasurer:** Joan Connally was appointed as treasurer. **Administrator:** Jenny Eaglestone was appointed as committee administrator. **Chair:** Christopher Newbery and Isabel Foster were appointed as joint interim chair/vice chair until more permanent appointments are made.	
3	**Minutes of meetings held on Tuesday 19 August 2025 and Monday 27 October 2025**	
	The minutes were agreed as a correct record	
4	**Matters arising and Action Points not otherwise on the agenda**	
	New Lease on Aspin House (Item 12 AOB 19 August meeting)	
	CHN reported that the new owners had drawn up a lease for us to sign. DRC had signed it before he resigned. It is a standard business tenancy.	
5	**AGM/Gala Concert 29/10/25**	
	JAN reported that she had chaired the AGM in the absence of a committee chair and the necessary business of accepting the financial report and minor changes to the constitution had been agreed. It was agreed that combining the event with the gala concert had been a great success and helped ensure a quorum for the AGM. MS was thanked for all his work in organising the event. It was agreed to repeat the formula next year of AGM followed by a concert and MS agreed to again organise the concert.	**MS**
6	**Safeguarding Update – BF/IF**	
	Nothing to report.	

7.	**Report of Information Session on Dementia - IF**	
	Monika Tomaszewicz from Kirkles Dementia Hub had met with committee members on 14 October to give us some initial advice on helping members with dementia, and to advise on further steps. It was agreed to offer one-off training sessions in the Spring term to all members to be run by Monica. IF had drafted an email to all members to find out interest and it was agreed JE should send it out. IF has a pack of information from which she will extract a list of contacts and places for support, to go in the office and to tutors. It was agreed all committee members should attend a session.	**JE** **IF** **All**
	The next items were taken in a different order to facilitate discussion.	
10.	**Small Classes**	
	JE asked for guidance from the committee on whether to continue to book classes with very small numbers. It was agreed to continue for the present with more profitable classes subsidising the less so. DW pointed out that there is also a problem with classes becoming too large if tutors accept long standing members when the class is already full.	
11.	**Carers in Classes**	
	The committee confirmed that a member could bring a necessary helper to class without the carer needing to join or pay a fee. The previous treasurer had confirmed this with the insurers.	
12.	**Admin/Office**	
12.1	Member number update The total of new and renewing members was 972 with 180 of these being new. This was a small decrease over the previous year. MR agreed to investigate whether figures could be obtained of website hits.	**MR**
12.2	Website and Facebook JE reported that photos of the concert had been uploaded to both the website and facebook.	
12.3	Bank Signatories	
	Current bank signatories are DRC, CHN, JAN and John Dixon the former treasurer. It was agreed these should be changed to CHN JC JF and IF. It was noted that YBS signatories also need changing.	**JC**
12.4	Insurance	
	This was handled by the previous treasurer John Dixon who renewed it in October.	

13	**Trip**	
	The trips to Liverpool galleries were popular and successful and did not make a loss as several trips in previous years have done. JM and SM were thanked for leading one of the coaches. It was agreed JF should write a letter expressing the thanks of the committee to Gilly Markham who had the original idea and did most of the organising. MP agreed to write a report for the Spring newsletter. It was agreed that following on from this success, future trips should arise out of the interests of our groups rather than competing with commercial companies for more touristy venues.	**JF** **MP**
14	**Reports from Officers**	
	Venue Update JE reported that the car park at Friends meeting House is closed for repairs but there is alternative parking nearby. **Equipment** JF reported that the list is up to date. JE reported that the office computers had needed refurbishing as they could not run Windows 11. The committee had agreed by email to the expenditure of £470 for each of the 2 computers per a quote from Inspiration Computers. The first computer was upgraded and back in the office, second to follow. **Transport for Disabled members** CHN reported that no claims had been made in the last twelve months.	**JF, JE**
9	**Proposed Term and Meeting Dates 2026 -2027**	
	JF had submitted a proposal. It was agreed to hold future committee meetings on the Mondays suggested, and the term dates were agreed. DW requested a later start time as she has a morning class and 2:15 was agreed. JF to put into a tabular form and as well as the AGM include Tutors' Lunch and Carol Service.	
8.	**Affiliation to the Third Age Trust**	
	MR was thanked for preparing a paper showing what had happened so far and suggesting a way forward. CHN stated that our original approach to the Third Age Trust was motivated by our need to replace our existing Access database at some time in the future. The working group had recommended re-affiliation on the basis of operational advantages particularly for members, and estimated savings which could partially cover the £5.50 per member per annum cost. It was proposed and agreed to investigate alternative software whilst obtaining further information from the Third Age Trust.	

	It was agreed to set up a further working party with a remit to look at alternative software and to continue discussion with the U3A Trust. The working group members were agreed as MR CHN JF MP.	
15	**AOB**	
	It was agreed that IF and CHN should write a letter of thanks to DRC. SM reported that the publicity team are sending a briefing to HD Connect which they will print for free when they have space.	**IF CHN**
	The meeting closed at 4pm.	
11	**Date & Time of Next Meeting:**	
	Monday 19 January 2026 at 2.15 at Aspin House	