

Huddersfield and District U3A Committee Meeting Minutes

Monday 16 March 2026 held at 3.00pm at Aspin House

Present: Isabel Foster (IF) and Christopher Newbery (CHN) (Joint Interim Chairs), Joan Connally (JC), Jenny Eaglestone (JE), Brian Farrand (BF), Janet Forde (JF), Moira Marshall (MM), John May (JM), Sue May (SM), Mark Robinson (MR), Mike Scholes (MS)

1	Apologies for absence	
	Monica Plested	
2	Minutes of meeting held on Monday 19 January 2026	
	The minutes were agreed as a correct record	
3	Matters arising and Action Points not otherwise on the agenda	
	Dementia Awareness Sessions	
	IF reported that one session had been held at which 18 people attended, with another to come on 17 March. The third session had been cancelled as only 2 people signed up. IF has produced a summary of support available which she will check with Monika Tomaszewicz of Kirklees Dementia Hub before sending to attendees of the sessions, committee members and tutors.	IF
	Tutors' Lunch	
	IF reported that the Tutors' Lunch went well, with over 60 attending, an improvement on last year. A slight problem was that another group was using the kitchen at the same time. It was agreed to book the room with URC next year in half term on a day when another group is not using the kitchen.	IF
	Spring Talks	
	JM reported that there had been variable attendance, quite poor for some talks. It was agreed that the venue was not ideal for older people, with many steps to negotiate. It was suggested the talks might run on a monthly basis next year, combined with a coffee morning, starting in the Autumn Term. Dallas Cliff has agreed to continue to organise the talks next year. It was agreed that the Mission might be a better venue. MR, IF and JM to check it out when they attend the next Dementia Support session.	MR IF JM
	Spring Newsletter	
	JE thanked JF and the team who distributed the newsletters. She commented on the disappointing lack of response to the paragraph on booking Dementia Awareness sessions, and it was agreed items needing a response need to stand out more.	JE
4	Safeguarding Update – BF/IF	

	Nothing to report on safeguarding. BF reported on an issue he has had with the Mission regarding their fire procedures.	
5	Office Accommodation	
	CHN reported that there are issues with the current accommodation with regard to security in an almost empty and sometimes completely empty building (Block B). It was agreed this is a safeguarding issue for the office volunteers. The option available is to move to a smaller office in Block A which is fully serviced including broadband and telephone, in a building which is in use during office hours. This room should be available from 1 April. Although the rent would be higher, it is probable that the rent of the existing office would increase with the new landlord. It was agreed in principle that the move should go ahead, with the new terms to be presented to the committee for final approval by email due to the urgency of the situation.	CHN
6	Working Group Progress Report	
	MR reported that the group had not yet re-established contact with the Third Age Trust but had made good contacts with other U3As, bringing back good ideas which should be helpful to us. It was agreed that the working group findings should be the main focus of the next committee meeting in June.	MR
7	Admin/Office	
7.1	Member number update The total of new and renewing members for the year so far was 304 with 17 of these being new. This continues the gradual decline we have been experiencing since 2023-24. This contrasts with membership in the region as a whole, which is growing. It was suggested a report on class enrolments might be a more useful indicator of how we are doing. JE to look at feasibility.	JE
7.2	Website JE reported that the new online forms for membership and enrolment are working well, and much easier to change as necessary.	
7.3	Prospectus	
	JE reported that we have lost a total of seven classes from last year, including Barbara Campbell's Tai Chi and Qui Gung, which are two of our most popular classes. It was agreed JE should contact the other Tai Chi class leaders to see if they would consider putting on another class. We have two potential new classes, Tarot Reading and a Maths class.	JE
7.4	Finance	
	The inheritance is waiting on the house being sold. JC agreed to have draft accounts ready for the June meeting.	JC

8	Reports from Officers	
	Venue Update JE reported that provisional bookings have been sent to venues for classes from September onwards. Equipment, Facebook Nothing to report. Publicity SM reported that no money had been spent, but information supplied to HD Connect which they include from time to time for free when they have a space to fill. Committee members were asked to supply SM and JM with details of any local publications which might agree to include a paragraph on Huddersfield and District U3A.	All
9	AOB	
	Thank You IF read out a thank you to the committee from Alison Newbery, for the flowers and the life membership	
	Gift Aid	
	MR had prepared a paper on gift aid, arising out of information from other U3As. We claim gift aid on membership subscriptions. A small number of other U3As have had gift aid applications rejected because they are deemed by HMRC to be providing teaching. The Third Age Trust has provided guidance on the wording on forms, websites and class descriptions. It was agreed to follow the guidance and amend the gift aid declaration, review wording in documentation to remove references to teaching, work towards ensuring membership fees do not subsidise classes, and follow up members not agreeing to gift aid. JC now has all the gift aid claim information from the previous treasurer.	Admin team, JC
	The meeting closed at 4.47 pm.	
11	Date & Time of Next Meeting:	
	Monday 15 June 2026 at 2.15 at Aspin House	