

**EMS VALLEY U3A – COMMITTEE MEETING  
TUESDAY 17TH JANUARY 2023 – MOUNTFORD 3 E.C.C.**

Present: Anne Powell (Chair) Tim Mathews (Vice-Chair / Website) Geoff Whalley  
Dbee Robinson (Business Secretary) Hilary Street (Treasurer) Ann Sims (Groups Secretary)  
Margaret Goldfarb (Minutes Secretary)

1. **Apologies:** Apologies were received from Sue Kent, Karen Rodger and Geoff Wiggins.
2. **Minutes and Matters Arising:** The minutes of the last meeting were agreed and any matters arising will be dealt with during the meeting.
3. **Business Secretary:** The Business Secretary was very involved in organising the Christmas lunch which was held in the Brookfield Hotel on 8th December and has done a great deal to gather feedback from members. It was agreed that Geoff Wiggins (Special Projects) will be asked if he would be willing to take over the organisation of the Christmas lunch 2023 and all the information collected can be passed to him. **Action: Anne Powell**  
It was agreed that the 2023 Christmas lunch will be more fully discussed at the next committee meeting and committee members have been asked to come with their suggestions for a venue.  
**Action: Committee**
4. **Treasurer's report:** Budget monitoring report for financial year 2022-2023  
Report for 9 months ending 31.12.2022

**INCOME**

Total income to the end of December was £716 higher than expected. A further £30 of new memberships have been received in January, bringing the forecast variation for the year to £746. The increased level of income to the end of December is due to new memberships, (£310), gift aid (£246) and income from the sale of the PA system and U3A diaries, (£160).

**EXPENDITURE**

Expenditure to the end of December was £1,768 less than expected. The majority of this variance was in the cost of hall rents (£694). This is a much smaller variance than for the last quarter, as recent rent increases start to have an impact.

The current forecasted expenditure on rent for the year is £384 less than the original budget, but this is something of a moving target, with new groups starting during the year.

- The cost of TAM magazine subscriptions was £87 more than budgeted, due to the increased number of members.
- Real savings have been made on refreshments, (unless there is a large commitment still outstanding).
- Office expenses are underspent, and I've forecast a saving for the year, however the new SSL licence could cost more than I have allowed for.
- There has been no expenditure on equipment.
- U3A day cost £25 more than budgeted but is more than offset by the savings on refreshments.

**FORECAST FOR THE YEAR**

The deficit for the year is forecast to be in the region of £2,500, slightly down on last quarter's estimate of £2,700 and £2,200 less than the original budgeted deficit.

EMS VALLEY U3A BUDGET 2022-23

	Original Budget	Budget to end 3rd qtr	Actual to 31.12.22	Difference between budget and actual for 3rd quarter	Revised forecast for year	Difference between forecast and original budget	Notes
	£	£	£	£	£		
<b>Income</b>							
Subscriptions	10000	10000	10310	310	10340	340	Increased membership
Gift Aid	700	700	946	246	946	246	Increased membership
Sales	0	0	160	160	160	160	Sale of PA system, diaries
<b>Total</b>	<b>10700</b>	<b>10700</b>	<b>11416</b>	<b>716</b>	<b>11446</b>	<b>746</b>	
<b>Expenses</b>							
Hall Rents	9524	7143	6449	694	9140	-384	Changes in groups and room bookings
Speakers	1280	931	397	534	700	-580	
Office Expenses	120	60	0	60	80	-40	SSL licence o/s
Member Subscription	1968	1968	1968	0	1968	0	
Magazine	900	900	987	-87	987	87	Increased membership
Refreshments	560	420	55	365	80	-480	Any o/s expenses to be refunded?
Equipment	150	113	0	113	80	-70	
Sundries	120	90	126	-36	126	6	CLA licence £60, Xmas lunch decorations £7, diaries £59
Beacon	503	503	503	0	503	0	
Zoom	150	150	0	150	150	0	
U3A Day	150	150	175	-25	175	25	
<b>Total</b>	<b>15425</b>	<b>12428</b>	<b>10660</b>	<b>1768</b>	<b>13989</b>	<b>-1436</b>	
<b>Surplus / deficit (-)</b>	<b>-4725</b>	<b>-1728</b>	<b>756</b>	<b>2484</b>	<b>-2543</b>	<b>-2182</b>	

The committee thanked Hilary for her very comprehensive report.

5. **Membership Report:** There was no report.

6. **Groups Co-Ordinator Report**

- **Discussion Group 1** has now reopened after the Covid shutdown, Leader, as before, Val Swarbrick. She has contacted all her old members and they have all rejoined, so the group is currently full.
- Barbara Stevens now leads the Mah Jong group.
- **Music Appreciation** – Peter Morse is holding a meeting mid-February to decide whether the group is viable to continue.
- **Pilates Group 2** – Starting January with Hilary Thursby and Mo Harris as joint Leaders.
- **Sunday Lunches** Leader now Jane Yoward.
- **Theatre Group** – New Leader Maureen Falloon is holding a meeting for members at ECC to decide the way forward and future bookings.

7. **Newsletter:** the newsletter is now being produced once a month.

8. **Website:**

I think pretty well everyone is aware that we recently suffered a major outage of service from the national u3a site hosts. Inexplicably, we and many other [u3asites.org.uk](http://u3asites.org.uk) sites saw an 'account suspended' message when trying to access our pages and data. To this day, we are all still being denied access to our files and pictures. Fortunately, we are back, due to some heroic work by our support staff, who restored a backup of the website pages on another hosting provider, but, alas, without the supporting file and picture resources. It has been a wake-up call for us all, thinking that our provider was on our side; the support team are now making their own full backups to avoid this situation being suffered ever again.

I am about to ask whether SiteBuilder can be modified to allow webmasters to download ALL documents and pictures on a website in one go for backup purposes. Currently one can only do so page by page.

Group Leaders will be asked to be more pro-active in making changes to their own web pages to keep them up to date. Tim will be very happy to help any group leader who is unsure how to do this.

9. **Monthly Meeting:** The meeting on 24th November when the speaker was one of our members, Peter Forster, who was excellent with a topic of great importance to everyone. At the next meeting on 26th January the speaker will be Jeremy Prescott who will be talking about Operation Thunderbolt - the rescue from Entebbe in 1976.
10. **Monthly meetings - second half:** The Chairman suggested that at the Group Leaders social on 3rd March Alan Borrow be asked to provide a flipchart where group leaders who wished to could put their names down to speak in the second half of a monthly meeting. This had been very successful at a previous Group leader social. **Action: Anne Powell/ Alan Borrow**
11. **Post of Vice-Chairman:** It was agreed that u3a members will be asked to volunteer for this position with a view to becoming Chairman after 2 years. The Chairman agreed to approach possible candidates and committee members were asked to come up with suggestions. **Action: Anne Powell/ Committee**
12. **Speaker's Fee:** it was suggested by Tim (Speaker's Secretary) that the speaker in January (Jeremy Prescott) who has not asked for a fee (but only a donation to Combat Stress, a veterans' charity) should be given £100 + £10 travel expenses. The Treasurer agreed but would require something in writing, such as an invoice or similar. **Action: Tim Mathews**
13. **Posters:** The posters, *etc*, from u3a day last year are being looked after by Dbee Robinson (Business Secretary) but if they are no longer required, they will be disposed of. **Action: Dbee**
14. **Group Leaders Social:** This will be held from 5-7pm on Friday 3rd March in the Assembly room of the ECC. Invitations will go out this week. Ann Sims will contact Sue and Karen about supplying food. Tim will welcome members as they arrive, and Alan will be asked to provide a flipchart. It was noted that the Chairman will be unable to attend this social. **Action: Anne/ Ann/ Tim/ Sue/ Karen/ Committee**
15. **AOB**  
Tim suggested that committee members should send Minute reports to the Minutes Secretary who can then cut and paste them into the minutes. **Action: Committee**  
It was suggested that the monthly minutes be made available online to all members. This was agreed. **Action: Anne/ Tim**