

EMS VALLEY U3A - COMMITTEE MEETING

TUESDAY 18th JULY 2023 - MOUNTFORD 3 E.C.C.

Those present:

Tim Mathews (Chairman/ Webmaster), Ann Sims (Groups Coordinator), Hilary Street (Treasurer), Dbee Robinson (Business Secretary), Sue Kent (Membership Secretary), Karen Rodger (Beacon Administrator), Liz Rosoman (Minutes Secretary), Margaret Melhuish and Jane Yoward

We welcomed Jane Yoward back as a committee member.

1. **Apologies:** Rod Lipscombe (Vice-Chairman)
2. **Minutes and Matters arising:** The minutes of the last meeting were agreed.
3. **Business Secretary's Report:**
 - a. Charity commission – the site is being developed. All Trustee details updated but unable to do Annual Return until later in the summer as site is under development.
 - b. U3a Trust information updated.
 - c. Diaries ordered as requested (10).
 - d. Constitution to begin review in October meeting and to be reviewed in sections each month, but in time for AGM 2024.

4. Treasurer's Report:

- a. Budget monitoring report for 2023-24 until 30 June 2023.

	Budget	Budget to end 1st qtr	Actual to 30.06.23	Difference between budget and actual for 1st quarter	Revised forecast for year	Difference between forecast and original budget	Notes
	£	£	£	£	£		
Income							
Subscriptions	13,250	13,000	12,890	-110	13,250	0	Further memberships expected throughout year
Gift Aid	1,690	0	0	0	1,690	0	
Total	14,940	13,000	12,890	-110	14,940	0	
Expenses							
Hall Rents	10,600	2,650	1,855	796	10,400	-200	Low actual figure due to late invoicing, reduction in forecast due to group changes.
Speakers	1,000	250	174	76	1,000	0	
Office Expenses	50	13	7	6	50	0	
Member Subscription	2,120	0	0	0	2,120	0	
Magazine	830	830	824	6	830	0	
Refreshments	200	50	13	37	200	0	
Equipment	0	0	0	0	0	0	
Sundries	120	30	0	30	120	0	CLA licence £60 still to pay
Beacon	540	540	534	6	540	0	
Zoom	160	0	0	0	0	-160	
U3A Day	150	0	0	0	150	0	
Total	15,770	4,363	3,407	956	15,410	-360	
Surplus / deficit (-)	-830	8,638	9,483	846	-470	-360	

b. **INCOME**

Income from subscriptions has not yet reached the forecast budget for the year. £10 of this is due to the members who have underpaid. Income is likely to increase due to additional memberships over the course of the year, but numbers are difficult to forecast. Based on previous years, the forecast for the year should be achieved.

c. **EXPENDITURE**

Expenditure to the end of June was approximately £960 less than expected. The majority of this was due to late invoicing for hall rents. Expenditure on speakers was less than the budget for the quarter, due to talks being given by u3a members. However, charges made by speakers can vary widely, so the forecast for the year has not been changed.

d. **FORECAST FOR THE YEAR**

A deficit of £470 is currently forecast for this year. General reserves would be sufficient to cover this. However, it is early in the year and further changes to the forecast are likely to occur.

5. **Membership Report:**

- a. 516 Members, 2 members still owe £5. Tim had emailed the 2 members but has had no response therefore to join next year the £5 owing will be added to 2024/2025 subscription.
- b. It was suggested that consideration should be given to using BEACON for subscription renewals. **Action: Karen and Sue to investigate**

6. **Groups Report:**

- a. We have 55 Groups.
- b. Travellers' Tales has now closed – Peter Goldfarb retired and no-one else was willing to lead the Group.
- c. CAMEO 4 second exploratory meeting held 4 July – only two people attended; one who hadn't come to the June meeting. Both were keen to try again, so a further meeting will be held in September with these two members as prospective leaders.
- d. Confirmed the New Members Coffee Morning will use only the car park end of the Assembly Rooms to save on costs. (Wednesday 27 September from 11.16 a.m.)

7. **Newsletter**

- a. The inclusion of this in the committee meetings was queried. Dbee will ask Alan what he thinks and maybe it should go in AOB as and when required. **Action: Dbee**

8. **Website – nothing** to report.

9. **Monthly Meeting:**

- a. Previous meeting – Alan Borrow spoke about SS Great Britain which was good.
- b. Next meeting – Alan Jones – Look into my Eyes – The history and mystery of Hypnosis
- c. After tea – **TBC**
- d. Tea prepared by Juliet Walker – Ancient Greece

REMIND MEMBERS AT JULY MEETING THAT THERE IS NO AUGUST MEETING

10. **AOB**

- a. Discuss Constitution from October meeting.
- b. 23rd August Zoom conference for speaker secretaries to share experiences.
Tim to host with Alan chairing. Rod to be asked.
There is an open invitation to all committee members.
It was suggested that the committee give a score for each monthly meeting speaker at the following committee meeting.

Meeting closed at 10:05

NO MEETING IN AUGUST

Next Meeting: 19th September 2023 (every 3rd Tuesday)

