

## LRU3A – TREASURERS’ PEER SUPPORT GROUP

MEETING – 30<sup>TH</sup> JANUARY 2023, 16.30, on Zoom

### ATTENDEES:

No	u3a NAME	REP NAME	Att	Apol
1	Abbeywood & Thamesmead	Pat Stratful		
2	Barnet	Brian Lipman Sarah Beamont	1	
3	Beckenham	Lynn Edwards	1	
4	Bexley	??		
5	Bromley	Jon Pearce	1	
6	Crouch End & District	Peter Stachniewski	1	
7	Croydon	Paul Smith		
8	Dagenham	Jan Mortimer	1	
9	Dulwich & District	Ruth Colvin		
10	Ealing	Liz Major	1	
11	Enfield	Stephanie Milverton	1	
12	Hackney	Barbara Patilla	1	
13	Hammersmith and Fulham	Graham Tigg Derek Hodd		
14	Hamstead Garden Suburb	Arjun Matthai Simon Freeman	1	
15	Harrow	Krutsna Buddhdev		
16	Havering	Graham Lyons		
17	Hillingdon	Richard Fremantle		
18	Hounslow	Rob Woods		
19	Islington	Mary White Derek Harwood	1 1	
20	Kenton & District	John Bishop	1	
21	Kingston	Joy Garvey Jane Hoyland Fiona Tolmie	1 1	A
22	Merton	David Drummond	1	
23	Mill Hill	Warren Starr		
24	North London	Roy Seger	1	
25	Northwood	Kevin Cains		
26	Norwood	Gill Dowling Lindi Kibbey	1	
27	Orpington	Mike Winder		
28	Palmers Green & District	Howard Strudwick	1	
29	Redbridge	Maurice Neiberg Stuart Wallman	1 1	
30	Richmond upon Thames	John Cardwell Carole Fletcher	1	
31	Sidcup	Georgina Self	1	
32	Stanmore District	Martin Carr	1	
33	Sutton & District	Chris McCarthy		
34	Tower Hamlets	Dymphna Dale		
35	u3a in London	Anthony Sober	1	
36	Upminster	Larry Hawker		
37	Waltham Forest	Trevor Farnes		A
38	Wandsworth	Joan Inglis		
39	Wanstead & Woodford	Diane Conway		
40	Welling	Irene Michell Maria Guest-Naharnowicz	1 1	
	<b>OTHERS:</b>			
	Greater London SE Network			
		Keith ??		

## AGENDA:

1. Format (for future meetings)
2. Open Discussions
3. Next National Newsletter ('Finance Extra')
4. Topics for Next Meeting & AOB

### Format of future meetings

It was agreed these would be:

1. Every three months – usually 4<sup>th</sup> Monday
2. Volunteer to be agreed at each meeting to take notes
3. Ideas on what should be discussed at the next meeting to be sent to Derek
4. Derek will find speakers for future meetings if required
5. If people have queries in between meetings, send them to Derek and he will answer them or find someone who can – he may put the queries out to the whole group of people on the London Treasurers' list.

### Open Discussions

1. Bookkeeping arrangements
  - No standard format – different needs of different groups
  - Beacon has an accounts facility but it's generally considered not fit for purpose
  - Most groups use own spreadsheets – some more complex than others
  - Consideration to be given to sharing good practice or sharing an Excel template
2. Membership payments
  - Online Paypal facility available in Beacon:
    - The relevant u3a branch has to set up a Paypal account.
    - People do not have to have a Paypal account to pay via this.
    - There is a 2.2% (approx.) charge from Paypal for each payment (deducted at source).
  - Card readers (good practice guide on London region website at <https://u3asites.org.uk/london-region/page/99993>)
  - Bank transfer (BACS) to the relevant u3a bank account possible but then Treasurer needs to advise Membership Secretary so Beacon can be manually updated
  - Cheques – quite a lot pay by cheque in some areas but generally groups are moving away from this. Will need to be retained for some people.
3. Examination/audit of accounts
  - Independent examiner required for branch u3a accounts
  - It's possible for a treasurer at one branch to examine accounts of another – does not have to be a qualified accountant
  - Exception is London Region with 1800 members which is a Company Limited by Guarantee and has audited accounts
  - Rules set out on Charity Commission website at [Independent examination of charity accounts: guidance for trustees - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/independent-examination-of-charity-accounts). And on u3a national website: [Finance Matters Guidance](#)
4. Shared practice:
  - Shared practice guides on London Region website at <https://u3asites.org.uk/london-region/page/99993>
  - There is one there already on Bank Credit Card Readers.
  - The group could consider whether other finance guides could be added to these.
5. Level of subscriptions:
  - Quite a range of levels of subscription (£10 to £70)

- A lot depends on whether the membership fee covers everything ('All inclusive') or individuals pay toward the cost of activities ('Pay As You Go'). 785 of u3as use Pay As You Go.
6. Local u3a's Newsletters:
- Discussion about whether to send out by post or emailing options
  - Discounted postage available by contacting [Discount Postage Stamps Online | Royal Mail Postage Stamps UK \(discountedstamps.co.uk\)](#)

### Next National Newsletter ('Finance Extra')

1. If people had topics to be included in this, they should contact Derek.
2. If not on mailing list for Finance Extra, contact [info@u3a.org.uk](mailto:info@u3a.org.uk).

### AOB

1. Subscriptions for 2023:
  - National subscription remains at £4 per member
  - Beacon remains at £1 per member
  - Third Age Matters is increasing from £3.45 issue £3.60. Advertising pays for production. Cost is just to cover distribution & postage cost increase.
2. Members of the group to let Derek know if there are particular subjects they want covered at the next meeting.

### Actions arising:

- a. Bookkeeping: Consideration to be given to sharing good practice or sharing an Excel template. Derek
- b. Shared Practice Guides: do we need any others for Treasurers?

**Next Meeting:** 4.30pm on Tuesday 2<sup>nd</sup> May.