Washington Village U3A Committee

Glebe Scout Hut 10.00am – 16TH November 2025

Attending: John Edwards(Chair), Lyn Bossons, Helen Edwards, Derek Ginsberg, Tania le Marinel, Ian McIntosh, Jackie Robinson, Pauline Palmer, Richard Mulvey

25.167 Welcome
The Chair welcomed Committee members to the meeting.

25.168 Apologies
Ann Dodd (guest) Catherine Hambley

25.169 Minutes of the meeting of 20th October 2025 were considered and minor errors being addressed, acceptance was proposed by Derek, seconded by Lyn and approved by all.

25.170 Matters arising

25.94 PR Update
It is recommended that the annual group leader meeting/lunch be resumed. A basic introduction to the group leader role and to Beacon would be very useful especially for those not conversant with computers. It is suggested that a small working group, led perhaps by John, Helen and Tania could further investigate an October Friday event, using the Scout Hut? It is also suggested that this be followed at a later date by a lunch to acknowledge the contribution of group leader volunteers.
Ongoing action: (note a change of group members) John, Helen, Ian and Lyn to form a working group to identify a means of updating group leader IT skills which will take place on Thursday 20th November at noon following the monthly meeting – Completed

25.117(c) Proposed Filmmaking Group
A recent query in respect of a new film group which is proposed to run in conjunction with an additional external group had to be rejected as it was not conforming to u3a rules. The person querying was referred to another u3a film making group which might be of interest to him. The proposed group leader does not wish to take this group any further - **Closed**

25.117(d) Podcasts for website
New committee members
The proposal is that individual members discussing their u3a experiences and group members discussing group activities for posting onto website. The cost of the microphone for this purpose is currently reduced to £79.99 from £120 and is considered a useful purchase as it can also benefit the publicity of the u3a. A Podcast group could also be set up to use the purchase if there are sufficient interested persons. The purchase was unanimously agreed by the Committee.
Closed – John to establish interest in a Podcast Creation team. -Two written responses to John's request have been received.

25.142 Speaker Secretary's Report
Speakers are now booked through till June 2026. A new talk on Heroes and Heroines of the North East and a picture which purchases will aid the RNLI, by

Dennis Fox has been proposed for July 2026. Another speaker will promote his books. The u3a accepts this but will not promote it.
Resolved: Jackie to check how October speaker wants to be paid, by cash or bank transfer

25.149 Any other business
John has reviewed some risk assessments from other u3a's and will consider developing risk assessments for Washington Village u3a **Closed**:
John to continue to review and develop any risk assessments needed.
Ongoing John has reviewed the policies and suggested we need policies for safeguarding, health and safety and activities of a sporting nature. Policy formats can be downloaded from the trust website and John will ask group leaders to complete their relevant format

(a) Cash for Clubs
Noted that this grant is available for clubs offering sporting activities for over 18s and applications must be submitted by 8th December. We should consider whether we will submit a collective u3a application, or by individual groups for the sum of £2,000 for facilities, equipment, coaching qualifications, activity programmes or something else.
Closed: John has reviewed the information required for the application, agreed that this is of interest and John to take it forward.
Action: John to make an application in behalf of Washington Village u3a

(b) Christmas meeting
It is agreed that as Sheila's Kitchen has already been booked to provide the food, a charge of £5 per ticket should be made, with the u3a funds supplementing the remainder of the costs. The event is to be publicised at the October meeting.
Resolved: Tania to design the tickets which should display, time and price. Tickets will be available from November meeting with payment after that meeting being encouraged via BACS.

(c) Washington Village u3a Remembrance Wreath
A remembrance wreath to be laid at the war memorial in Washington Village on Remembrance Sunday had previously been agreed. Ian has now acquired the contact details of the organizer and is to pass them to Helen.
Resolved: Helen to make contact with the event organizer to order, purchase and identify requirements (ie logo etc) for the wreath.
Closed: John to lay the wreath on behalf of the u3a on Remembrance Sunday resolved John laid the wreath

25.171 Members Liaison Report. Three cards sent out this month.
Action: Helen to purchase stamps.

25.172 Environment Update
Nothing new to report.

25.173 Business Secretary Report
Tania has been trying to contact Jean Cubbin via the u3a website however she has not had a response. Tania will persist with the trust to obtain correct email details.

25.173 Financial Report:

- We will continue to bank with Lloyds bank and will be charged with banking money (75p per Hundred pounds)
- Group as planned leaders are to be asked to pay fees into the account by Bacs where possible
- Finances are in a health position £3500 in profit . Reserves are dropping as planned .
- A donation of £190 was kindly made to WVu3a by a gentleman at the Stella
- Day trip credit card is no longer in use and will be destroyed

25.174 Membership Secretary's Report
We now have 296 members 2 or three members have paid the full amount of £12. These people have been contacted all have made a £4 donation to WV u3a.
Action : Richard to amend the application form to reflect the reduction to £8.

25.175 Speaker Secretary's Report
Speakers are now booked till August Next year. Feedback regarding last month's speaker has been good
Action Jackie to update spreadsheet

25.176 Group Co-ordinator's Report
- We currently have 33 active groups as the Elm Tree coffee group has disbanded
- Group leader talks at the begging of the meetings have been received well and are going to continue. In January Derek will speak about Kurling and Glen will speak about the quiz group
- It was also suggested that committee members should speak about their roles before the new members are needed

25.177 PR Update
A template of an updated flyer has been sent to committee members for comments.
Action: Tania will apply a QR code to the templates for use on flyers and Facebook

25.178 Risk Assessments
Basic, generic risk assessments had been forwarded to selected group leaders and had been included for information and agreed at the meeting. These will be rolled out to groups over the new few months to use as a template and to be revised as groups change. Noted that all risk assessments should be made in advance of the activity. PAT testing has been completed with next PAT tests due in September 2028.

25.179 IT/Website Update
Any profile updates will be applied after the monthly meeting.
John has started recording podcasts and these will be applied to a page on the website.

25.180 Regional & Network Update including u3a Day 12th May 2026
Regional Information will be released in January regarding the May Day and the event will be advertised. The plans are progressing slowly.

Network : The chairs meeting discussed bank charges and how to attract younger members as the age profile of some of the network u3a's are getting older.
The Chairs also discussed using AI for reports for the network and John to head the enquiries.
Lyn had attended the Treasurer networks meeting where the main topic was bank charges

26.181 December 4th Christmas Meeting
A notice will be sent out for raffle prizes.
Entrance tickets will be collected at the door with 131 tickets sold.
The order for the party will be Singer, Buffet and tea and coffee service followed by a raffle.
Action : Richard to collect tickets
Catherine, Jackie, Tania and Ian to run the raffle.
The Buffet will be served by the committee to all members.
Volunteers for the tea coffee service will be contacted prior to the event.
Tania to contact Sheila's kitchen with final numbers and special meals will be labelled with the member's name.

25.182 Any other business

(a) December Committee Meeting 10.30 meeting at the Cross Keys, Washington Village followed by lunch at 12.00.(Apologies form Lyn and Pauline).
(b)Ann Dodds to be formally accepted as a co-opted member.
Lyn has updated information from two years ago which can be loaded into the laptop.
(c) Kettles there are insufficient tea pots
Action : Lyn to purchase 2 more tea pots