

Committee meeting

held on Monday 29th June 2026 at 2.30 p.m.
@ Ridgeway Community Centre

MINUTES

Present:

Chairman: Ian Shipton

Minutes: Malcolm Brooks

Committee Members: Yvonne Griffiths, Ken Johnstone, Charmaine Anderson, Sarah Robinson, Bob Ferguson and Hilly Bailey

1	APOLOGIES FOR ABSENCE: JM	ACTION
2	APPROVAL AND SIGNING OF MINUTES OF LAST MEETING Minutes of the previous meeting held on the 11 th May 2026 were taken as read, approved and signed. <u>Matters arising:</u> None	
3	IS CASH REQUIRED FOR NEXT OUTING? No cash. This item to be removed as permission only needs to be from the treasurer.	
4	Summer luncheon. YG and JM to organise. Food will be purchased just before the event when numbers should be known. Agreed that only half a slice of ham will be given to members. AG and NK will supply the drinks – prosecco and soft drink. YG will email possible helpers directly. An appeal for some to arrive early for the heavy lifting. All the necessary hires have been made. SR will email members around 15 th July re paying by bank transfer etc. Ukelele band will supply entertainment Event to be created by MB, who will also add those who have paid to it. SR will email MB with those who have applied. MB/TF will monitor those arriving and check they have paid.	YG/JM AG/NK ? SR MB SR TF/MB
5	Co-opted spaces: no discussion	

6	Environment policy. IS read from the u3a standard policy template and it was agreed which paras will be left and which dropped. A suitably amended copy will be sent to the committee. CS will be asked to be our Environment Officer.	IS IS
7	Evening supper club: This was agreed with relevant advice being followed. JU will be asked to sign a hygiene guidance form and send a signed copy to the Secretary for filing.	YG
8	STANDING REPORTS Finance: Charity account £2,811.35, Savings £9,579.15. TF told us that the payments that Benson Parish Hall were valid and we await an invoice from them. Interest groups: Nothing of importance TVN: Nothing of importance Outings committee: KJ said NMA will be a loss. It is assumed that the length of the journey there was off putting. JBR is planning his first outing in October, with a lot of guidance form KJ. KJ asked if we could give a gift voucher of £25 for SW who has stepped down from the outing committee after nine years. This was agreed. Database/membership/communication: Five new since last committee meeting. 508 active members. Unfortunately, one member has died. IT: MB to contact Ric re the website wrapper. Website: Website requires a wrapper by Ric of SM, see above. Speakers: No further information. U3a Matters: None. Secretary: Charity commission website not yet ready, so we can't update our details. Newsletter: Working well	KJ MB
9	AOB CA said she will be working on Monday afternoons. Committee accept this is OK. Perhaps the occasional Tuesday afternoon can be slipped in. KJ: RS doing well and are both keen to return to serving refreshments at the speaker meetings.	

	KJ: The rota for coffee morning setup seems to have stopped working. It was agreed that the committee members on duty will be added to the list of helpers in the newsletter. Those on the rota need to arrive by 9:45am to help with setting up chairs and tables. Note that they should also be at the door to welcome members as they come in by 10:30am.	All
	DATE AND TIME OF NEXT MEETING Monday 10th August @ 2.30pm at Ridgeway Community Centre Future meetings: 21st September and 2nd November.	

Signed Chair of Committee: _____

Date: _____