

Carlton, Gedling and District u3a Meeting of Executive Committee

10.30 am – 12.30pm Tuesday 22nd September 2026, Manor Green Community Centre

1. Attended – Sue Warren, Teresa Clark, Barbara Lane, John Preston, Cheryl Larcome, Sandra Stanley, Jackie Taylor
2. Apologies – Jenni White, Gayle Harris, Teresa Storey, Ken Brown
3. Minutes from last month –The minutes of the meeting held on 25th August 2026 were agreed as an accurate record of August's Committee Meeting
4. Matters arising not otherwise on the agenda – BL now has 2 bank cards for the group accounts.

Reports

5. Chair
 - a. Attendance at General Meeting – 4 new members joined this month.
 - b. JBWorkshop – promoting our u3a, Paul Martinez - **Action – Held over to October meeting.**
 - c. Convenors support pack – this is an ongoing task. **Action - The trips and visits section is being reviewed by TS and Coleen Bee, with treasury issues to be reviewed by the Treasurer's team. SS to review other areas of the pack.**
 - d. Decisions document (as per GB email 02/09) – ongoing
 - e. Gift aid (GB email 17/07) – updates on Beacon have been completed and all Gift Aid can be claimed. It was noted there was not much room on the application form for this, and it may be better to make room on the website for it. **Action – SW to check with GB what needs to be added to the website regarding this.** It is worth noting that many pensioners now pay tax, but may not be aware of this. This falls within the remit of the Treasurer's team.
6. Business Secretary
 - a. The dates for future meetings have been circulated. Please note that the December meeting will be held after the General Meeting on 17th December at CPC. CPC are happy to accommodate this. SW has contacted CPC re extending the contract for meetings until September 2027. Florina has responded and they aim to do this. It is uncertain how this is paid for. **Action – BL to check if MR set up direct debit for this.**
 - b. Paul Martinez has said that he can apply for a grant for 50% of the cost of zoom meetings. SW has added him to the committee for him to do this, and to help with publicity. SW has informed the TAT and Charity Commissioners of this.
7. Treasurer –
 - a. BL explained that she had only recently received the bank statements due to the current chair being on holiday.

- b. Bank accounts are currently – main a/c £5840; groups a/c £6393 which includes £1683 for Chatworth; interest a/c interest accrued £23.55. BL is to transfer any money wrongly in the interest account to the account it should be in.
- c. Questions were asked over the reasons why money was sat in an account earning no interest. JP informed the committee that Santander were to take over the TSB, so this may change in the future. Once this has happened business interest rates could be looked at with other providers.
- d. On the current spreadsheet, monies coming in show a gross figure and not net. It was agreed that another column be added to reflect the fees charged by Sum Up and PayPal. This would highlight the cost in fees over the year. Currently, Sum Up payments are shown at the end of the day, PayPal sits in a different account and BACS payments incur no fees at all.
- e. PayPal – when joining the u3a, there is an option to pay via PayPal and it was queried whether this could be taken out at all **Action: CL to contact GB about removing this option.**
- f. JP is getting a lot of requests from convenors for a debit card to pay invoices as they currently pay from their own account. There should be no need for this, and convenors should forward invoices to the Finance team for payment. They shouldn't have to be paying from their own accounts either. The u3a runs on Trust, but there also needs to be control over who can spend on accounts. There needs to be a process for groups receiving large amounts of cash for paying this to the treasurer. This can be taken either at a general meeting or at the coffee mornings. BACS payments need to be checked with the Treasurer. One group pays the money into her own account, then transfers it to the groups account via BACS, which shouldn't happen.
- g. Previous chair claims a payment for money paid to the Bonington Theatre for productions there, as he has an account with them and pays for the tickets. **Action: JP to contact him to see if an invoice can be sent directly to the Treasurer.**
- h. The previous Treasurer had set up scam protection for u3a owned phones and laptops. JP had found an email to say this was going up from £29.95 this year to £84.95 from October. This was set up on a direct debit, but JP cannot access the scam protection account. **Action: JP to contact the bank to stop any future payments to this company and set up new protection for these devices.**

8. Membership Secretary –

- a. Current membership is 523. The membership includes 5 honorary, 32 associate, 1 guest, and 8 new members.

9. Newsletter –

- a. JT had received an email from GB re the history of the calendars within the newsletter and he has developed an excel spreadsheet on this. He had received emails from the Theatre group to see if the title of the play could be displayed on this calendar. JT had copies of the current calendar and the proposed calendar, with the extra column in it. It was agreed that this was a better way for groups to highlight

any speakers, venue changes or if groups are cancelled. **Action - GB to add this every month to the newsletter.**

- b. After the last general meeting, there were only 2 copies left, which CL is taking to the Coffee Morning. It was therefore agreed to continue to get 50 copies printed each month. Marianne White has asked about paying in the cash collected each month. **Action – JP to contact MW.**
- c. Facebook photos – many photos are being posted to Facebook which are not sent for the Newsletter. This issue is to be on the agenda for the Convenors Social in October.

10. Minutes and Social Secretary -

- a. December Social – JA has booked a choir to sing at this social, and the drama group are aiming to put on a short piece.
- b. Email re scams – sent for information only.
- c. CL is willing to send a letter to the recent members asking them to come and meet the committee. It was agreed that a social event would be the best way to accommodate a good response if received. **Action – CL to send out letters to all members who have joined in the last 12 months.**

11. Interest Group Coordinator

- b. The Natural History group has held a meeting for anyone wanting to help setting it up. Three members attended, but no further information is available at present.
- c. A new member has joined who was a florist and may be willing to start a flower arranging group. **Action – SS to speak to the member in a few months.**

12. Speaker Seeker

- a. JA has requested the travel expenses for the Poppy Singers to be raised, which was agreed. **Action - SW inform JA.**
- b. 2027 speakers now booked.

13. AoB

- a. CL raised an issue she had with the member who spoke about the pool club in Carlton. It was felt it was not appropriate for him to advertise a business. JT and JP in agreement. **Action – SS to contact this member to see if he would consider forming a pool group at the club.**
- b. SS apologies for the next committee meeting.

Next Committee Meeting. *10.30 to 12.30pm, Tuesday 20th October, Manor Green Community Centre*