

## **Hornsea & District u3a**

### **Committee Meeting Minutes – Tuesday 28<sup>th</sup> April 2026**

Present: Hazel Adamson (Chair), Paddy Thompson (Vice-Chair), Carl Northwood (Treasurer), Adam Wilkinson (Secretary and Publicity Officer), Rosemarie Bishop (Groups Coordinator and Safeguarding Officer), Angela Atkinson (Grants Officer), Simon Stagg (Speaker Seeker), Rita Bremer (Welfare & Volunteers Officer), and Kath Connor (Committee Member without portfolio).

#### **1. Apologies.**

Sheila Ellis (Membership Secretary)

#### **2. Minutes of meeting of 31<sup>st</sup> March 2026 agreed and signed.**

#### **3. All matters arising covered as part of April's meeting. All uncompleted Actions carried forward and re-listed.**

#### **4. Chair's report**

- a. Accord meeting on Monday 20<sup>th</sup> April – discussion included recruitment of new members; recruitment of Committee members; promotion of the u3a; an update on Gift Aid claims; support from TAT.
- b. Chair's Forum update – 12<sup>th</sup> May Vice Chair to attend in Chair's absence.

***Action: Chair to request volunteers to act as a 'buddy' at the FH monthly meeting in her all-member email.***

***Action: Vice-Chair to contact Amanda White re possibilities of promoting Hornsea & District u3a.***

***Action: Chair to discuss her suggestions for website update and refresh with the Communications Officer.***

***Action: All – items for next edition of Hornsea Community News and all member email to the Chair asap.***

***Action: Chair to remind Members of need for someone to support Communications Officer with website.***

## 5. Vice-Chair's report

- a. January 2027 meal discussed.
  - To be renamed – Hornsea & District u3a Annual Dinner.
  - Tuesday 19<sup>th</sup> January 2027 at Hornsea Golf Club.
  - Preference is for a pre-chosen 3 course meal rather than a carvery.
  - Entertainment to be discussed further.

***Action: Vice-Chair to book Golf Club for 19<sup>th</sup> January 2027 for Annual dinner.***

***Action: All – consider ideas for entertainment and bring suggestions (names, details, etc.,) to next meeting.***

## 6. Treasurer's report

- a. Current financial position is positive.
- b. Recent and forthcoming expenses as anticipated. As well as usual monthly costs, recent expenditure includes annual TAT capitation fee (£1,052); annual Beacon licence (£261); annual SiteWorks subscription (£50); and quarterly Third Age Matters invoice (£84).
- c. Charity Commission Annual Return due 10 months after financial year end. Return for year to 31 March 2025 is complete. Return for year to 31 March 2026 can be completed in due course, once access issues have been resolved.
- d. Treasurer's laptop needs replacing.

***Action: Treasurer to set up a fixed term savings account (or similar) to hold a contingency fund / emergency fund in keeping with TAT good practice guidance.***

***Action: Treasurer to investigate TAT's latest position re Gift Aid.***

***Action: Treasurer to progress completion of Year End accounts and provide to auditor for review.***

***Action: Treasurer to review and issue Assets Register to Committee for checking/updating.***

***Action: Treasurer to liaise with Communications Officer in order to purchase a new laptop.***

## **7. Secretary's report**

- a. YAHR 'best practice' sharing ideas meeting on 18<sup>th</sup> March 2026 follow up and ideas/suggestions discussed. Where appropriate, relevant actions listed throughout these Minutes. Interestingly, u3a in the UK has 400,000+ members and is about twice the size of the WI – however its recognition is much poorer than that of the WI. YAHR has 50 u3as and c.27,000 members in the region.
- b. Smile Foundation Trustee training – four-week course on-going. Information shared with Safeguarding Officer and Treasurer.
- c. Meeting with manager at Mere Hall was beneficial. Possibility of some residents becoming members and/or attending the monthly talks. Possibility to use the lounges at Mere Hall for interest groups, if appropriate.

## **8. Grants Officer's report**

- a. Dogger Bank Wind Farm grant submitted – focused on publicity related materials – awaiting reply
- b. Bra box was almost filled at April's meeting.
- c. Cookery Book project progressing. Ideas re design, format content, recipes, photographs, all under discussion. Following publication, it could springboard cookery lessons and shopping using technology / shopping on a budget / cooking for one, etc.

***Action: All – consider ways to utilise the grant incomes received in the most effective manner.***

## **9. Membership Secretary's report**

- a. Renewals meeting went smoothly. Thank you to everyone that helped.
- b. The guests/agencies received positive feedback.
- c. 178 members to date; including 5 honorary and 11 new.
- d. Further renewals expected at May's monthly meeting.
- e. Beacon in use in parallel with existing spreadsheets, etc. On-going exploration of functionality.

***Action: Membership Secretary to work with Groups Coordinator to work out which members have not renewed and then use the interest group leaders to follow up with those individuals. To progress asap throughout May.***

***Action: Membership Secretary to provide list of names of 2025/26 new members that have not renewed for 2026/27 (at May's Committee meeting) for Committee follow up.***

**10. Group Coordinator's report**

- a. Creative Writing group being paused.
- b. Quizzical and Discussion groups up and running.
- c. Outings
  - Minibus hire costs might prove prohibitive to future trips.

***Action: Groups Coordinator to gauge interest for a Chess group. Funding may be available from the Hull & East Riding Chess Association to support purchasing chess sets and other related equipment.***

***Action: Groups Coordinator to review contact data visible on the Hornsea & District u3a website (email addresses and phone numbers) of interest group leaders and assess whether this should be more generic.***

***Action: Grants Officer to revert to Local History Interest Group Leader in respect of collection of funds for paying for refreshments. Committee preference is for any monies to be included in rent charge, then paid to Treasurer. Any purchases to be reimbursed via receipts. Possibility of support for the Group Leader on the process from a Committee member.***

**11. Speaker Seeker's report**

- a. Replacement speaker scheduled for October 2026 has been arranged.

- b. Discussion in respect of small 'token of appreciation' gifts to speakers who do not charge a fee. Was agreed that this would occur going forward.

**12. Welfare & Volunteers Officer's (WVO) report**

- a. Volunteers 'thank you lunch' on Friday 5<sup>th</sup> June:
  - i. Hornsea Town Hall 12:00 – 15:45.
  - ii. Invites issued.
  - iii. Savoury catering to be provided by Floral Hall.
  - iv. Scones to be provided by The Food Shop.
  - v. Additional cakes to be provided by various attendees.
- b. Get together for new members under review.

***Action: Welfare & Volunteers Officer to initiate a 'new members' social so that feedback can be obtained.***

**13. Publicity Officer's report**

- a. Awaiting to hear back from Floral Hall in respect of Hornsea & District u3a having a dedicated notice board on an external wall at FH.
- b. Coastwatch Water Safety Family Weekend - on Sunday 12<sup>th</sup> April at FH – interesting day, good to have a presence at an event in Hornsea. The chocolate prize lucky dip was very well received. A good number of people spoken to about u3a; need to see if that leads to any new members joining.
- c. All monthly talks until March 2027 are now listed on Facebook. Help required re linking the u3a FB page to other local FB pages.
- d. TAT publicity merchandise discussed.

***Action: WVO to confirm that Richard Carmichael (Chair of FH) received the letter requesting a u3a dedicated notice board on an external wall at FH.***

***Action: Publicity Officer to purchase two new lift-up banners from TAT for Floral Hall.***

***Action: Publicity Officer to create a draft tri-fold leaflet using the template on the u3a brand site.***

**14. Any Other Urgent Business – none discussed**

**Next meeting: - Tuesday 26<sup>th</sup> May 2026 at 09:30 Hornsea Inshore Rescue.**