Hornsea & District u3a

Committee Meeting Minutes – Tuesday 29th September 2026

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

1. Apologies.

None

2. Minutes of meeting of 25th August 2026 agreed and signed.

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

4. Chair's report

a. Chair's annual report for the Hornsea & District u3a AGM has been prepared.
b. Chair reminded the Committee of how she planned to vote at the forthcoming TAT AGM (See July's Minutes for the detail on that discussion point).
c. Chair outlined how she had voted in the recent TAT Board election to elect a new Board Member.
d. YAHR meeting on 1st September provided an opportunity to promote the 8th June Summer Event and also share news and ideas from other regional u3as. The Council Representatives present – Pat Collard and Brian Cave – outlined that nationally a replacement for Beacon is under consideration.
e. Forthcoming Accord meeting on Monday 19th October will be attended by Chair, Secretary and Groups Co-ordinator.
f. Vice-Chair will attend the Remembrance Sunday ceremony in Hornsea on 8th November.

g. Chair received positive comments and thanks for her article in respect of Bernard Taylor that was in the Hornsea Community News.

Action: Chair to contact Ted Gray to see if he plans to attend the Remembrance Service also and agree arrangements for purchasing a wreath to lay in Memorial Gardens.

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

5. Vice-Chair's report

a. January 2027 meal discussed. Price is £25 per person for 2 courses (main and dessert plus tea/coffee). Discussion re menu choices on-going.

Action: Vice-Chair to continue progress re planning of the January meal.

6. Treasurer's report

a. Transition to new Treasurer is complete.
b. Bank balance remains healthy.
c. A review of our financial reporting responsibilities with the Third Age Trust and the Charities Commission indicated that since our overall income for the year ended 31 March 2026 was less than £25,000 an 'independent examination' of the accounts is not required. To fulfil the necessary, current, legal requirements, the Treasurer can prepare the financial statements and they can be reviewed and approved by the Committee (as Trustees).
   An 'independent examiner' will still be required to be appointed at the November 2026 AGM since the income level for the year ending 31 March 2027 is not yet know, and if it breaches the £25,000 threshold an 'independent examination' will be required for those financial statements.
d. Gift Aid information to collate and submit to HMRC.
e. Contingency fund bank account to be set up. This will mean Hornsea & District u3a will have 3 bank accounts. There will be

a rationalisation of them after April's renewals meeting to end up with one current account and the new contingency account.

Action: Action: Treasurer to set up a 95 day / 3.25% interest earning savings account (or similar) to hold £2,500 contingency fund / emergency fund in keeping with TAT good practice guidance.

Action: Treasurer to progress completion of Year End accounts and provide to Secretary for initial review.

Action: Treasurer to liaise with Kath Connor and Ken Hooper re the process for prior year Gift Aid claims.

7. Secretary's report

a. 3rd November AGM planning underway. Invitation to Members needs to be issued by 12th October; any nominations for Committee posts need to be received by 19th October. All other information can be presented at the AGM (Chair's Report, Financial Statements, Minutes of last AGM) but should be sent as pre-read where possible.
b. Summer Event, Tuesday 8th June 2027, update provided.
c. Correspondence from TAT, The Charity Commission, Holderness Community discussed and actioned as necessary.

Action: Secretary to progress AGM planning.

Action: Secretary, Chair, Grants Officer, Membership Secretary, Speaker Seeker and Groups Co-ordinator to meet to progress actions for Summer Event.

Action: Grants Officer and Kath Connor to attend YAHR all-day training session in Leeds on 23rd November.

Action: Grants Officer and Speaker Seeker to attend HOT / Active Communities meeting on 25th November at 4pm at the Hub.

8. Grants Officer's report

a. Co-op grant due to be awarded in October.
b. Other grants under consideration.

c. Cookbook progressing slowly.
d. Grants Officer shared a proposal for cookery demonstrations and hands on classes. Total cost is £650. Pilot course for 10 people, 6 weeks, 2 hours per week. Attendees would pay £10 per person (in total) to attend. The other £55 per person would be funded from grants received.

Action: Grants Officer to investigate funding to support Summer Event.

Action: Grants Officer to progress Cookery class idea.

9. Membership Secretary's report

a. Currently 242 members; 32 new members since 1 April 2026.
b. Transition to proposed Membership Secretary in progress.

10. Group Coordinator's report

a. Recent newly established groups going well – Culinary Capers, and Bus Pass Outings, for example.
b. Creative writing group has re-formed.
c. Ideas for new groups – Golf; Deaf Signing.

11. Speaker Seeker's report

a. Feedback on Chris Cade's talk as Olav the Viking was overwhelmingly positive. Fun, interesting and informative.
b. Programme for April 2027 to March 2028 is almost complete.
c. Calendars for April 2027 to March 2028 to be printed by end of January 2027.

Action: Speaker Seeker to investigate printing options.

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

a. New Members get together scheduled for Tuesday 13th October at 10:00 at Floral Hall cafe.
b. PAT testing of power cables to happen during October's monthly meeting.

Action: All to bring u3a electrical equipment power cables in labelled bag for testing at 5th October's FH meeting.

13. Publicity Officer's report

a. New leaflet on hold.
b. Redesign of the Boards inside Floral Hall is on hold.

14. Discussion Topic

a. Cookery lessons – covered above.

15. Any Other Urgent Business

a. Initial discussion on timing of all day Committee meeting on 24th November.

Next meeting:

Tuesday 27th October 2026 at 09:30 Hornsea Inshore Rescue.