Minutes of Warsash u3a Committee Meeting held on

Friday 8 May 2026 in Newbury Room, Victory Hall.

Present: Catherine Hallam (CH), Rosemary Scott (RS), Laurie Page (LP),

Kumi Coulthard (KC), Bob Johnson (RJ), Jenny Hamer (JH),

Pauline Hill (PH), Christine Matcham (CM), Jan Cox (JC), Gill Lardner (GL).

Apologies: Lorraine Sexton (LS).

CH welcomed the Committee to the meeting.

Minutes of the last meeting.

These were approved and signed by CH

Matters arising from the Minutes

There were no matters arising

It was agreed that GL would take the minutes of the meeting due to LS being absent.

Treasurer's Report – KC

KC presented the findings of her investigation into the potential benefits of the u3a purchasing a Sum Up machine, outlining the key advantages and disadvantages she had identified. Her detailed report had been circulated to the committee by email prior to the meeting. CH invited each committee member to share their views on the report's conclusions, after which the committee was asked to vote on whether to proceed with acquiring a Sum Up machine. The result was nine votes against and one in favour. It was therefore agreed that introducing a Sum Up facility would not be practical at this time, but the matter would remain under review.

Buckingham Palace Trip

KC announced that unfortunately the proposed Buckingham Palace Trip had been cancelled as organising group tickets had become too complicated.

Membership Secretary's Report - PH

There was 1 new member and 1 deceased. CH advised that when it became known that a u3a member had sadly died we should ask the relatives if we could put a notice in the u3a newsletter.

Group Leaders Report - CM

CM reported that unfortunately the Titchfield Theatre had now closed. CM has been liaising with David Knight on how any news will now be circulated. The U3a theatre group will now be inactive.

CH advised that there was now an urgent need to make a date for Group Leaders to meet up.
Action - CH will liaise with CM to find an available date.

JH informed the committee that a 'Games Night' group had been proposed. It would be held at the Silver Fern on a Monday evening, 2 weeks after the Quiz Night each month. Discussions are still ongoing. A signup sheet would be on the Groups Table at the monthly meeting to see if people were interested.

Speakers Report - JH

JH reported that members enjoyed last months talk by Susan Parker Nutley 'An Actors Life For Me'.

CH informed the committee that, following last month's speaker, several members particularly those with hearing difficulties had commented on the excellent clarity and quality of the sound system she had used. CH subsequently contacted the speaker to obtain the details of the equipment; however, it is no longer available to purchase.
Action - CH will now work with RJ to identify a suitable alternative system that offers similar performance.

Health and Welfare Notice – CH

Committee members were emailed the u3a Health Check so that it could be discussed and reflected on at the meeting. After discussions the following answers were given to the questions asked on the u3a Health Check form

1) Do at least 90% members renew after their first membership – PH to check
2) Do you activity monitor membership stats? Yes
3) Has the membership grown for 2 or more consecutive years? Yes
4) Have you managed your u3a finances without any unplanned deficits for the last 2 consecutive years? Yes
5) Does your committee membership change on a regular basis in line with your constitution? Yes every 3 years.
6) Do you have effective ways of communicating with all your members? Regularly monthly meetings, emails / newsletters / u3a website / telephone / post as needed.
7) If you divide the total number of members at your u3a by the total number of groups is the answer less than 12? Yes. It was also mentioned that sometimes it is necessary to cap the number of members attending i.e. theatre, restaurants. Regarding the inclusion of carers, it was proposed that this be discussed at the next group leaders' meeting.
8) Has the number of interest groups increased year on year? Yes
9) Is your u3a open and welcoming to new members? CH informed the group that the Warsash u3a scores very highly in this section.

The committee proposed ways to make new members feel more welcome and included. They approved setting up a Welcome Table where new members can chat with a committee member over a cup of tea after the meeting, with a rotation system for committee members to staff the table.

Action – CH will invite new members to take up this opportunity after the monthly meetings

At the end of the discussion CH asked the committee if they were all happy with the health check? Yes

Summer Fair – Warsash Festival – 4th July.

LP confirmed that he has registered the u3a for the summer fair. Volunteers were needed to man the u3a table. Logistics of the fair were discussed along with the start time, set up time

and equipment that would be needed. Volunteers from the committee were RJ:JC:JH:PH:CM.
Action - CH will ask for volunteers from the members at the monthly meeting.

Policies and Associate Members

RJ confirmed that there were 15 associate members. RJ has amended the membership form to included the associate members number. RJ has updated the Beacon Website database for associate members.

RJ informed the committee that any changes to the policies go into the bottom box on the website

CH mentioned that we should mention to members the terms and conditions and that we have a code of conduct that members do need to be aware of.

Action - Trustee Code of Conduct - this need to be read by all committee members and discussed at the next committee meeting.

Incidents – CH

CH advised that Group Leaders need to deal with incidents when in charge of their group. They should make a detailed note of the incident which should include **the date, time, and location of the incident, the name of the injured person, details of the injury, and a description of what happened**. It's also important to note any witnesses and the actions taken following the incident. On returning home the Group Leader must then download an official form from the computer and when completed send the form in the first instance to the Chair. Leaders should check on each trip that emergency contact details are completed. RJ advised that members can change their details on the website. KC advised that once a form has been completed it should also be sent to HQ.

Breakaway Group – RS & CM

RS read out a very concise statement 'Breakaway Group - What we are about.'
Action – RS / CM will send out to all members of u3a.

Date of next meeting - Friday 12th June 2026