

BRACKLEY & DISTRICT U3A
Minutes of Committee Meeting
Thursday 5th March 2026
At Brackley Rugby Club

Attending: Janet Blunden (JB) Chair, Colin Gillies (CG) Vice Chairman, Conrad Dower (CD) Business Secretary, Mike Shepherd (MS) Treasurer, Alison Williams (AW) Groups Co-ordinator, John Moore (JM) Programme Officer, June Addison (JA) Member Liaison, Gill Zachar, Ken Smith and John Underwood.

Welcome: JB Welcome everybody to the meeting and, in particular, John Underwood who has agreed to be Treasurer from May onwards.

Apologies: Kathy Hodges, Diane Bushell and Elaine Yates.

Minutes of the Last Meeting: No amendments so approved and signed.

Matters Arising: None that would not be covered in the agenda.

REPORTS

Chair: JB announced the death of Ray Smith and Jim Fowler.

Regarding the role of Refreshment Organizer, there has been no one volunteered from the existing Rota list of names so it was agreed that All Members should be approached to try and find someone to take on this not too onerous duty. It was agreed that it should be pointed out that, if no one was prepared to do the job, there would no longer be refreshment after the monthly meeting. **Action CD**

John Moore confirmed that the New Table Tennis Table had been purchased and the loan would be repaid by the end of the month.

June has contacted the British Legion re: ordering the U3a Wreath.

JB was concerned that the New Liaison Team Members did not seem to know what they were supposed to do and JA explained that last month, because she was pushed for time, a full briefing was not done. With regard to identifying a Liaison Team Member, the Blue Sashes are not liked and AW and JA agreed to approach the Craft Group to see if they could be re-modelled. **Action AW & JA**

JB has been asked to ensure that all Committee Minutes are available on the website after they have been approved. This is a simple process of emailing them to Mike Kirkham and asking him to put them on. **Action KH**

Because GZ is standing down at the end of the year, JB thanked Gill for all her time and contribution for the period she has been a committee member.

Vice Chair: Other than the comment that he still had not received prices from Silverstone yet, CG had nothing to report.

Treasurer: MS started by thanking John Underwood (JU) for taking over the role of Treasurer. They have been in touch with Lloyds Bank and it is a fairly simple process to add JU as a full administrator. The official change will take place after the AGM. Because of Subscription renewals the account has been very busy with over £3500 having been paid in during the last month. The balance stands at £12032.82. Speaker Fees, The Rugby Club and The Baptist Church have all been paid this month.

Business Secretary: CD advised the Meeting that the cost of installing a hearing loop at the Baptist Church (which the Church won't do) will be several thousand pounds and it was agreed not to pursue this matter

It was agreed that in the absence of DB, posters for the monthly meeting are not essential and are not put anywhere else except on the mailer email each month to All Members. CD agreed to see if he could create something in the future to replace DB's artwork.

Action CD

CD pointed out that the version of the Constitution that we are currently operating under is out of date and U3a Central would like us to adopt the current version. The New (2021) Constitution has been completely re-written to comply with Charity Law and to recognise the practicalities of Modern Social Living.

Whilst the new constitution is now 20 pages long (as opposed to 9 pages for the old version), it's aim is to more clearly specify the legal responsibilities and to clarify and simplify the management of the Charity by the Trustees. The significant changes are:

The difference between the Trustees (Board of Directors) and the Executive Committee (The Management Team) and who the U3a Members are voting for at The AGM.

The procedures that we need to adopt should we wish (but not have to) to use Zoom Meetings.

The Executive committee need to specify the number of weeks after which a membership is cancelled as a result of non payment of dues.

Changes to the periods of time, Officers, Trustees and Non- officer roles can be held. CD agreed to circulate a copy of the new Constitution to all members of the committee.

Action CD

It was agreed that we should ask the Members at the AGM that they approve the adoption of the new Constitution

CD to raise all the nomination forms for the new Trustees to take office at the AGM in May. The new Trustees to be: JB, EY, CD, KH, JM, AW, JA + JU with JB, CD, KH and JU being Officers. CG, MS, DB and GZ are standing down from the Executive Committee and their names will be removed from the Charity Commission list of Trustees. **Action CD**

Membership Secretary: We have 5 new Members since the last committee meeting. The total number of Members is now 500. There are 27 Associate members and 7 Members do not have internet Janet Whitby and EY have started the mail merge process for renewal and it was completed last Wednesday. So far, 224 have renewed with 16 members saying that they are not renewing. CD queried why a simple email cannot go out to all 500 Members at one time asking them to renew their membership.

Programme Officer: JM handed out the new Speaker Cards covering the next 12 months of Speaker Activity. JB was curious about a document she had re: Speaker Charges but it was agreed that it was a bit irrelevant.

Membership Liaison – JA stated that she now had 4 new members of the ‘Meet & Greet’ team and that their duties would be explained to them in due course – See Comments re: identification under the Chair Section.

Groups Co-ordinator: AW advised that 40 people attended the 1st Ballroom Dancing Session which went well. The Travel Group has now been split. Graham Irvine has not had much interest in his Classic Cars Group but it was suggested that the subject was too narrow and needs widening into a ‘Boys Toys’ type Group. AW confirmed that the accounts for all Groups had been requested for end of March. The Open Meeting for Groups is going on the 16th of April with set-up on the evening of the 15th. AW to organise. **Action AW**

How were we going to advertise it? Suggestion that we use all the existing Brackley Facebook pages to let people know about it. All committee Members to wear their U3a T shirts. CD to borrow the Adstone VH Tables. **Action CD**
AW asked CD to get some more Lanyards. **Action CD**

The convenors lunch is being arranged by AW as per last year for convenors and significant helpers. All Committee to attend.

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Publicity Officer. No report. There is no one to replace DB. All Committee Members to try and recruit a new Publicity Officer. **Action**

ALL

Webmaster: MK produced his usual report for the last month. There were no issues arising

General Duties: No report

Any Other Business: None

The Meeting Closed at 10.40am

The Next Meeting is at 10.00am on Thursday 2nd April 2026

Minutes Taken by CD

Approved by:


