

## **Minutes of Trustee Meeting 22 January 2026**

**Present:** Tricia Newell (Chair), John Williams (Vice-Chair), Graham Friday (Treasurer), Graham Crozier, Kim Robinson (General Trustees).

Items discussed followed on from agenda for meeting on 8 January 2026.

### **Part 1 – Financial Induction training.**

GF provided a thorough explanation of the Financial Policy, Financial Report for September 2025 to December 2025, and Activity Groups Financial Report for the same period.

The later lead to a discussion as to how to tackle the issue of Groups that are not currently financially viable or are at risk of becoming so, due to low numbers of participants.

### **Part 2 –**

#### **Group Support and Development.**

The above issue was further discussed, in particular the situation of Art Appreciation 3 and Folk Dancing need to be addressed. It was agreed that GF and GC will seek to meet with the Leaders of these Groups to discuss how to move forward, with the likely outcome that these Groups, in their current format, will have to close.

It was agreed that Group Leaders will need to collectively discuss whether failing groups should be subsidized from the income from financially strong groups. Therefore, there is also a need to discuss whether an increase in attendance fees, specifically for room-based groups at St. Pauls, may be required to cover deficits incurred by these groups.

A date for the next Group Leaders meeting will need to be set.

It was noted that some other groups where at risk and required further promotion to boost numbers i.e. Folk Music, French Experience, Italian for Beginners and Poetry.

GC agreed to meet with Peter Beckley and Jim McGough, in their Group Support roles, to discuss these issues and ways forward.

#### **Data Storage.**

There was some discussion as to how documentation can be stored to enable common access.

It was agreed that documents could be kept on a u3a laptop kept in the Orchard office, to be administered by the new Secretary when they are appointed.

GF agreed to download files via Margaret Lloyd.

### **Support Roles and Working Groups.**

There was discussion on how to move forward on non-trustee roles, especially in the area of Events, given that existing volunteers were now seeking to retire from these roles.

GF provided a chart detailing where new volunteers were required.

GC said he would act as contact for coordination on Group Activities, and this would form part of discussion in the upcoming meeting.

### **To Be Addressed.**

Due to lack of time, a number of issues were postponed to the next Trustee meeting.

In particular:

Embed a new organisational structure and the recruitment on to support roles

Setting dates for events during 2026 e.g. Coffee Mornings, Group Leader meetings, summer outings and functions.

Strategy for minimizing the impact of forthcoming Bank Charges, and moving toward electronic methods for paying fees.

### **Date of Next Meeting.**

Subsequently set for Friday 13 February, 10.00 – 12.00