

Blackbourne U3A
Minutes of Committee meeting 1.30pm, 11 November 2025
Bowden Room, New Green Centre, Thurston

Present

Liz Morgan	Chair
Sue Adams	Secretary
Brenda Last	Treasurer
Julie Cubitt	Joint Names Registrar
Stephen Cubitt	Joint Names Registrar
Chris Ives	Membership Secretary
Geri Collingwood	Interest Groups Co-ordinator
Sue Kelly	Committee Member
Liz Chester	Committee Member
Bill Blackaby	Minutes Secretary

Apologies for absence

Nil

Ref	Item	Action by	When by
1.	Resignation from Committee: Noted that Sarah Robinson has resigned.		
2.	Minutes of previous meeting: 01 September 2025 were signed by the Chair as a correct record.		
3.	<p>Matters arising (those not dealt with through agenda):</p> <p>(i) Documentation for succession: Will be a continuing agenda item.</p> <p>(ii) Website update - pictures: Chris will produce a collage of place names/village signs with aim of updating web site front page. Action completed, picture uploaded to web site.</p> <p>Geri will review ideas for a suitable picture for the Interest Groups page. Action completed.</p> <p>Geri will contact someone she knows who may be willing to assist with “tweaking” some of the photos currently on the web site.</p> <p>Chris updated order of travel reports on Trav 2 group on web site.</p>	Geri	ASAP

	<p>(iii) Asset List: Brenda will circulate the current list to committee members to seek any further updates. Action carried forward.</p> <p>Bill to liaise with Laurie Marshall Social History group lead to list the books local history group may have passed over but also to suggest could be disposed of at the forthcoming book sale at Novembers lecture. Action complete, confirmed that Laurie did not have the books.</p> <p>(iv) Kitchen: Sue reported that cleanliness has generally improved although at last Monday (3/11/2025) lecture dishwasher left full of washed crockery and had not been drained of the dirty water. Therefore it could not be just switched on to use. Watching brief to be maintained.</p>	Brenda	ASAP
		Bill	ASAP
4.	<p>Chairs report: Liz M reported</p> <p>(i) Christmas social: Arrangements are confirmed as follows</p> <ul style="list-style-type: none"> • Agreed to cater for 150. • Sarah Robinson will provide 150 sausage rolls, serviettes etc. • Brenda to purchase <ul style="list-style-type: none"> ◦ 180 shop bought mince pies ◦ plus some gluten free sausage rolls. ◦ shloer drink – 20/25 bottles. • Geri has purchased the raffle prizes. • Brenda to provide raffle tickets. <p>(ii) 2026 Committee recruitment:</p> <ul style="list-style-type: none"> • Liz M has sent out two letters to members requesting new volunteers to join the committee. Two people have shown interest, one for membership Secretary, one possibly for chair or other roles. • Another member has also offered to either be the treasurer or assistant treasurer. 	Brenda	Nov 2025
		Brenda	Nov 2025

5.	<p>Treasurer's report: Brenda presented.</p> <ul style="list-style-type: none"> • Current account - £4,684.48. • Cash in hand £109.72. • Successfully claimed £615 in gift aid. • Following bills to be paid: <ul style="list-style-type: none"> ◦ Christmas raffle prizes £115.00 ◦ November hall hire £118 ◦ December speaker £115 ◦ November committee room hire £22. • Savings account - £4,258.94, interest rate currently 1.0%. • Brenda reported Art Group has requested their own bank account, Committee confirmed this is to be resisted. 		
6.	<p>Membership Secretary's report: Chris reported</p> <ul style="list-style-type: none"> • Membership now stands at 552. • New members added as follows: Sept - 6; Oct - 7. 		
7.	<p>Interest groups: Geri reported</p> <ul style="list-style-type: none"> • The group tables at the monthly meetings have been well received. Noted Quilting group have attracted new potential members. The Book group raised £52 to be used for audio books for a member. The craft group also have had a table. The flower group will have a table at the January lecture. • The writing group has disbanded. • Even shorter walks group still to be established. • Play reading group are presenting a play written by a member at Thurston library on 12 Dec 2025. 		
8.	<p>Theatre/Garden visits: No report. New Convenor(s) are required.</p>		
9.	<p>Beacon Management System update: Stephen reported</p> <ul style="list-style-type: none"> • 3 groups are still to add their group members to Beacon, they are the Art Group, Dining 1 and Craft Group Geri will look at adding the members on behalf of the Group Leaders. 	<p>Geri</p>	<p>ASAP</p>
10.	<p>Any other business:</p> <ul style="list-style-type: none"> • Committee members agreed to make their own arrangements for tea/coffee at meetings. 		

	<ul style="list-style-type: none"> • Sue A reported an approach from a Hearing company to provide a presentation, committee agreed to decline. • Committee agreed to allocate up to £50 to purchase a head mike for the PA system, Sue A to liaise with Mary/John. 	Sue A	ASAP
11.	Date of Next Meeting: Friday 16 January 2026 at 10.00am, Bowden Room, New Green Centre, Thurston.	All to note	
12.	Meeting closed at: 15.10pm.		

Signed:Chair

Date:.....