

Minutes – u3a Farnham committee meeting Nov 17th 2025

1	Apologies: Margaret Popovic, Observer: Karen Titmus (Groups)	
2	Previous Minutes Matters arising not covered elsewhere: Layout of programme – Update will be provided in time for the next Committee meeting Updates to group leaders re email issues and tech kit – To be done Lapsed members on Beacon – Beacon forum suggested that chair contact Cathy (Head of IT for TAT) which he has done.	Annette Andrew
3	Carers Policy – agreed with one small change to be made.	Andrew
4	Payment for external venues. Following a sub-committee meeting at which 2 suggestions were made but agreement could not be reached. Therefore, it was proposed that proposals for new groups will be put before the committee who will review the costs (excluding any consumables) alongside other factors before agreeing to the group going forward. This went to a vote and was agreed. With existing groups that may spend more on venues than venues at The Maltings + 10%, the Group Leaders will be asked to justify their venue costs prior to the start of the new u3a year. From 1st January 2026 existing groups that collect payment from their members towards venue costs will be informed that they no longer need to collect these payments.	- Andrew
5	Refund Policy This was discussed and agreed. It will be circulated to Group Leaders and put on website.	Andrew
6	Impact of AI on Farnham u3a A small group is being set up to look at how AI could impact us as a u3a. Lynda has agreed to lead this project and would like to include a group leader, someone that covers admin and someone within the Groups. Shree offered to be involved too. Andrew suggested looking at how AI could be used as a creative group.	Lynda
7	Succession Planning including the size of Farnham u3a Philip shared the Farnham u3a structure and it was agreed that the top level of his diagram would be combined with the current “Contact us” on the website and the website and noticeboard will be updated. A paper was presented suggesting that we have reached capacity. It was suggested that this be considered once the AI group has met a few times. Revisit in Spring	Philip Sally
8	Disasters – There is a lot of information that we learned through the Covid Pandemic that would be useful to capture so that it can be	Sally

	referred to if needed in the future. A separate meeting is to be set up to capture these experiences. Val and Alan to be invited.	
9	Selection of businesses offering additional member benefits A sub-group to be set up to decide how to evaluate whether businesses should be taken forward as member benefits. Lynda, Philip and Andrew have offered to work with Steve on this.	Steve
10	Christmas Gift for Maltings staff It was agreed that £50 each is to be given to the 4 members of staff that set up the rooms for our meetings. A discussion was held about the contribution that other Maltings staff make and how they are rewarded. Chocolates and/or biscuits were agreed on.	Sally
11	Celebrant talk – a note to go to members to express interest in this and the Co-Op talk re estate planning.	Lynda and Sally
12	Upcoming events Monthly / Theme meeting – Committee members volunteered to support these meetings Christmas Event ticketing – 4 tickets left. Jane to do posters. It was suggested that photos of the event could be useful and committee members offered to take some. Christmas Lunch – is booked for The Castle Inn. We will hold our committee meeting there at 12:00 and move on to lunch at 1:00pm	Jane Philip Annette
13	AOB Lapsed members – Could Margaret let Annette know if the 130 people whose membership has lapsed have been contacted and what is happening next to their entries on Beacon. Cycling group leaders were contacted about Risk Management and Emergency Contacts. An all members email to go out to ask people to add their emergency contacts to Beacon. Sally to create video to show people how to do this, It was asked if we should have a policy on attendance and being removed from the group if they don't attend. It was felt this should be advisory rather than a policy and should be included in information provided to Group Leaders. The number of BACS payments received has increased and references are not always correct, which adds to the work for the Treasure and Group Leaders. Group Leaders to be told to remind their group members that they must use the correct reference for all payments and if the reference cannot be found then money will go into general funds. 2 sound issues – Microphones and speakers for South-West Kiln and Courtyard Kiln and improved speakers for music groups. Philip to speak to Clive and bring this back to the next committee meeting. A Christmas tree has been made for the Badshot Lea Christmas Tree Festival on 5 th – 7 th Dec.	Margaret Philip Sally Andrew Shree Philip

	Farnham Connect meeting may need a replacement attendee, but Jane will confirm. The agenda for NE Hants and SW Surrey Network meeting to be held this Thursday was mentioned but it was felt that we do not get anything from these meetings so would not attend.	Jane
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CHAIR FARNHAM U3A

15/12/25.