Minutes – u3a Farnham committee meeting Mar 16th 2026

1	Apologies: Philip, Andrew, Steve, Observer: Charlotte Hurst (Part 1 of meeting only)	
2	Previous Minutes Matters arising not covered elsewhere: Ad Hoc talks – Ongoing. Guidance re fitness to participate in groups/classes – As Andrew was not present at the meeting and Charlotte was not fully aware of previous discussions this will be carried over to the next meeting. An update was provided that both walking groups provide a description of the walk each time and members are able to judge if they are fit enough to participate.	Sally Andrew
3	Farnham NAC (Neighbourhood Area Committee) and Mentoring proposal Lynda shared the success rate of MCR Pathways in matching mentors and mentees and explained some of the details of the matching process, which is led by the mentee. The commitment is 1 hour a week for a year, which enables a relationship to be formed between the two people. MCR are a charity that has been working with schools for a number of years. They have some mentors already but would like more. Meetings between mentor and mentee will take place at the school and during term time only. It was agreed that we should continue working with MCR Pathways on this scheme.	Lynda
4	Summer Disco proposal This would be a social event to end the u3a year. Costs would be room hire and cost of DJ. The DJ cost about £270 last year and was considered good. The Maltings was considered a useful venue. It was agreed that we should go ahead.	Jane
5	Succession Planning Much of the focus of discussion was around how we continue to run social events that Jane has been heading up. Jane will continue to arrange Cuppa and Chats and Quizzes but step down from the committee. She would like that we continue to have 2 book ending events for the u3a year e.g. cheese and wine in Oct and disco in June. We should advertise for someone to take over the social aspects of our programme. This does not necessarily need to be a committee position as Vivienne could have oversite of this too. It was thought helpful that a job description be written so that this could be used to advertise the role in eNews.	All to approach members that they think could help with the social role Jane, Vivienne and Lynda.

	Jane proposed that Lynda should be acting Chair for the rest of the year following on from her position as vice chair. This was agreed by all present. Annette has the web team to support her with that part of her role and another member (Angela) that is training up to take some of the Beacon Admin so currently feels that she has enough help. The Groups team have a better understanding of the process behind Programme. It is understood that Philip would like to continue to create e-news but that the Chair would write the first two sections. Comms email address is not used currently but will be used in the event of Disaster Recovery, where emails will be forwarded to everyone on the disaster recovery team. It was asked if younger people (e.g. graduates that are looking for work) could volunteer with us. This will need checking against our constitution.	Sally
6	Programme update Annette has completed the Spreadsheet with the dates that groups have requested. The next step is for The Maltings (Sarah Bath) to book these rooms into their systems. By the end of March the bookings that are not possible should be identified and can be addressed. At that stage Annette can start the programme document.	
7	Upcoming events Monthly / Theme meeting Committee members are in place for the next 2 months. We will start to ask members to write names down when they come to Monthly and Theme meetings so that if there is a need to evacuate we have names of people present. Group Leaders Meeting Charlotte explained the agenda which had been distributed. Discussion topics for Group Leaders may include • whether our focus should be on increasing membership if we have full groups, • where groups can be scaled up groups and where is the demand for new groups, • Disaster Recovery – if the Maltings is not available for any reason how would you run your group.	
8	New Members Meeting feedback As the responses to questionnaires seem to repeat the type of feedback that has been produced before it was questioned if it was worthwhile, however it was felt that it was a good talking point.	
9	AOB Noticeboard –	

	We were shown mock ups of the new noticeboard layout and printed background. The left-hand side would be for upcoming events. Any gaps filled by photos. The right-hand side would have static information about the committee. In the middle will be a u3a Groups list/display. As Groups change this will be reprinted each term and a disclaimer to say that the website is up to date. Charlotte questioned an extra charge for a wine group being asked for by The Maltings. It was felt that this shouldn't be charged for. Shree asked if she can set up an extra bank account for income that is not subscriptions. This was agreed. It was agreed that Lynda would be added as an authoriser for bank payments.	 Charlotte Shree Shree

Lynda Robinson 20/4/26