

Minutes – u3a Farnham committee meeting July 20th 2026

South West Kiln

1	Apologies: Philip, Jane, Charlotte	
2	Previous Minutes Matters arising not covered elsewhere: Promoting groups run by other u3as – Mirror group has been created at Farnham u3a for groups run by other u3as so that members do not have to become associate members of that u3a. Maltings Contract – some issues have been highlighted and have been brought up with the Maltings for correction	
3	Programme sales. The company that we used for printing the programme failed to meet timescales therefore the programmes were not available for Open Morning, which meant that we were unable to sell them at that event, meaning that we missed out on an opportunity to cover our costs. A complaint has been put in with Solopress, the printers, with a view to recouping costs from them. The photo on the front was used last year but it has been brought to our attention that when the photo was on the website the widow of a person within the photo was upset at seeing his image. The photo has been removed from the website but is on the printed programmes. There would be a high cost involved in changing the cover, so we are suggesting that this lady be contacted to explain the situation and see if she is happy for us not to change the cover. Once this is sorted, we will publicise when the programmes will be for sale at The Maltings. Some committee members offered to be available at The Maltings to sell programmes once they are ready. They will be made available through The Maltings Box Office once members have had opportunities to buy them directly from us. When programmes are sold at the Maltings Box Office no payment is made to Farnham u3a.	Lynda
4	Death of a member policy change. A wording change has been suggested to make a check that we understand the relationship of the person reporting the death to the deceased.	Sally to update policy
5	Concert Club refunds. A recent Concert Club trip was cancelled during a heatwave with a red weather warning after joint leaders pulled out of the trip, meaning that the one person organising the trip did not feel comfortable being the sole leader of a trip in these conditions. The Concert Club have a contingency fund that could cover people's costs that had the trip cancelled on them. There was concern that if we	

	provided a contribution towards a refund then this would be setting a precedent. Discussions were held and it was thought that we could cover the cost of the coach in this instance, being aware that the coach company reduced the cost of the coach.	Lynda to contact group leader
6	Groups Update - It was agreed that a chess club could go ahead at an external venue and that setting up tables is not too difficult at The Spire. It was suggested that the booking is made for just one term in case a group that is currently run at The Maltings does not last and space becomes available here. For the other 2 groups it was suggested that the current groups need to be monitored for uptake prior to setting up new groups. Any new group requires the Programme Secretary and web team to be made aware.	Groups
7	Succession / Committee structure for next year. We need to clarify the part of Jane's role that is not social as a separate job description and then find someone to take on this role. The vice chair role was also discussed and whilst Shree has offered to take this on for an interim period there could be a conflict of interest between the Treasurer and Vice Chair position.	Jane
8	Volunteer Group – It was agreed that A Beacon Group be set up with volunteers details. We can then contact these volunteers directly when we need people to help at an event.	Sally
9	Acceptance of annual accounts for Year Ending June 26 - Approved	
10	Membership renewal process update. There is an issue with people that have a PayPal account associated to the same email address as their u3a account. Group Leaders may have to use their Group Leader contact rather than their individual email address. We have not been provided with any information about these changes and understand that only our website administrator can feed back issues through the Beacon Forum. Whilst many people have been able to renew their membership the Membership Secretary is getting inundated with emails from members with problems. An email will be sent to members that have not yet renewed suggesting that they wait to do their renewal for the new version of Beacon that handles PayPal in an improved way. Some members still like to pay by cheque. BACS payments are more difficult because it is difficult to identify exactly who has paid, whereas cheques can have the membership number written on the back.	Margaret
11	Visit to Parliament – An offer has been made that 8 people could be hosted by our MP at Parliament.	Steve

	Further investigation will be conducted	
12	Check / Update website pages (Annual reminder) All committee members to check the web pages that they oversee to ensure that the content is up to date. Let prog@ know of any changes needed please.	
13	Upcoming events AGM – The date has been set for Tuesday 15th September at 2.00 pm. The speaker will be Lauren Wayland, Manager of Farnham Museum. A letter will go out to members in August to make them aware of the AGM. This will be based on last year's letter. Vivienne to organise tea and cakes for 75 people and submit the room layout. Clive is going to do sound.	
14	AOB Malting's Brochure - It was agreed that we should have a full page advert in The Maltings Brochure just once a year, in the Autumn. Whilst we understand the benefit of keeping a good working relationship with The Maltings our focus is to retain membership rather than look for new members. The shorter, free entry does not mention our website so this will be updated. Nat West – still problems but Shree working on it. Annual Catering request is given to The Maltings around this time of year. A reminder that anything that committee members want a decision on or a discussion on during a committee meeting needs to be provided as a Proposal rather than as part of a report.	Steve Vivienne


17/8/20