

Kings Norton & District



Minutes of the Committee Meeting

Tuesday 16 September 2025

Present: Vicki Hone, Pauline Amor, Lorna Brown, Pauline George, Anne Jones, Roger Jones, Chris Locke, Val Stowell, Mary Watson.

1. Welcome & Apologies (VH)

VH welcomed all to the committee meeting. Apologies had been received from Graeme Lanfear.

VH advised that Mike Burden, the new website administrator, will attend at the beginning of the October committee meeting to introduce himself.

2. Minutes of the July committee meeting (VH)

The minutes were accepted and agreed that they could be posted to the website.

3. Matters arising (VH)

Item 4

On behalf of KNu3a, VH had voted for Sheila Crawley for vice chair. The results of the vote were not yet known, but the successful candidate would take up post at the AGM on 15 October. [Post meeting note – Sheila Crawley confirmed as successful candidate.]

Item 5

- RJ had circulated an electronic membership application form to committee members and unfortunately it had been established that it could not be used on all platforms. LB noted that Siteworks was to run a drop-in session re online membership forms – RJ interested in attending and LB will advise him of date.
- AJ confirmed that she could amend Beacon to allow joiners in February to do so on payment of following year's fees, subject to committee agreement. She does not need to make amendment until January.

Item 8

VH advised that contact had been made with the strummers about attendance at Christmas party.

4. Chair's Report (VH)

As above, VH advised that she had voted, on behalf of KNu3a, for Sheila Crawley for vice chair.

VH has received notification of the national u3a AGM on 15 October at 11am. Any member can attend. Online attendance has been set up for her, as KNu3a chair, but the meeting clashes with a South Birmingham Network meeting that she and VS have arranged. Online arrangements for KNu3a representation, therefore, need to be changed. PG expressed an interest in attending.

VH noted that Rob Rowberry had resigned as a Council representative for the West Midlands. It is unclear, at present, what will happen as regards the representation for the

LB

Comm

PG

West Midlands as Jean Jackson had been due to stand down in October under the arrangements for the rolling appointment of councillors.

5. Treasurer's report and Accounts for August 2025 (CL) Report

CL had circulated a financial report for the year end to 31 August prior to the committee meeting.

Reserves at 31 August stood at £12,734. The bank balance at 8 September was £12,821.38.

There was limited activity in August. Overall the finances are in good shape – all the largest costs for the year have been paid and there are no significant outstanding debts.

The Gift Aid claim for 2024/25 of £1,176.42 was received in July. AJ had drawn his attention to a notification that the Beacon system of accounting for Gift Aid for online renewals had been found to be faulty. As KNu3a has not used Beacon for renewals for some time, due to issues with the Paypal account, our Gift Aid claim for 2024/25 would not have been affected. However, it is possible that the HMRC may contact us as it will not necessarily be aware that KNu3a's claim was not based on the use of the faulty Beacon software. CL recommended that whilst the software is sorted out, KNu3a continue with current arrangements of not using the online renewal procedure.

CL advised of the opportunity for KNu3a to purchase some 1st class stamps at a discounted price of £1.00 from another charity. The committee agreed that 30 stamps be purchased for KNu3a.

Paypal and Renewal

Looking forward, LB asked whether KNu3a should be offering the facility of joining/renewing online. There were issues of access and the level of administrative burden for the Membership Secretary in the current arrangements of cheque or BACs payments.

LB understood that as many as 45% members previously used online joining/renewal when they had the facility. The online process provided an automatic receipt/acknowledgement facility, whilst when BACs payments were made the Membership Secretary had to check for receipt and acknowledge payment. LB will amend wording on website to clarify BACs payment process.

LB reported that more members without emails had recently joined. RJ proposed that an additional charge for postal communication be introduced from April 2026, given the increased costs of providing such communication. VH suggested that his proposal be discussed at the October committee meeting.

The committee agreed that CL should explore the setting up of a new Paypal account with a view to promoting online payments using Paypal in the future.

Additional bank signatories

VH is seeking committee volunteers to act as additional bank signatories. There are currently 3 (CL, VH & LB) but it would help to have another to be available should 2 of the existing signatories be away/unavailable at the same time. In addition LB noted that she was planning to stand down from the committee at the June 2026 AGM and it would be helpful to start the replacement process early. VH asked the committee to consider volunteering.

6. Membership (LB)

• General

LB advised that there were 299 members and 1 awaiting to join.

CL

LB

Comm

CL

Comm

There was some discussion as to the membership numbers, in particular the exact meaning of joint membership numbers. AJ will check within Beacon and advise. • Retention of documents In view of the issue raised about Beacon and Gift Aid and potential contact from HMRC, LB advised that she will retain all documents relating to members' Gift Aid donations for the time being. • KNu3a cards It was agreed that a card be sent to a former member following the sad death of her husband, also a former member. Both had been long-standing members of KNu3a.	AJ
7. Interest Groups (PG) PG advised that • the Birdwatching Group IGL was planning to organize 1 trip per month going forward, rather than 2. CL noted that there was sufficient interest within the group to keep it going. • BB had held the first successful Poetry Group meeting • the Travel Group remains inactive as the IGL is unable to organize a holiday at present – she may look at doing so in the Spring. Another member organized a holiday for the Autumn, but not all group members were invited nor was the IGL contacted. There is a lack of clarity as to the status of that holiday. • Cinema Group has started up again, with members seeing The Roses in September. PG had contacted IGLs about the number of Network members attending their groups. Replies received indicated that there were under 20 listed as group members. It was agreed that IGLs should be made aware of the process for registering Network members, as published on the website. PG reported that the Digital Skills sessions were running successfully, with 30 attending the second session on 15 September. As a u3a activity, they are open to members only.	
8. General Meetings – plan for October meeting (VH) Jen Rigby was providing Shakespeare and Me. VH and LB were awaiting information from GL about the speaker and the talk/presentation for the website and issue to members. PA offered to check information she held in GL's absence on holiday.	PA
9. Website Developments LB advised that Mike Burden was now in place as the new website administrator, with her acting as a "junior". He is happy to upload information – LB will circulate his email address to committee members.	LB
10. Shared email addresses MB is pursuing registration on the Google App, with the view to getting an internet domain to facilitate u3a generic email addresses.	
11. Post June 2026 committee membership As noted above, LB advised that she was intending to stand down from the committee in June 2026. There was discussion about the need to seek potential committee members, more volunteers. It was suggested that there may be opportunity to find more volunteers/committee within IGs, or in discussion at the monthly coffee mornings. It was suggested that further consideration be given to the use of "shadowing" of committee roles to aid succession planning.	

12. AOB AJ queried a member taking photos of the presentation at the September general meeting. It was agreed that VH include information in her notices at the beginning of general meetings to the effect that photos should not be taken by members and that mobile phones should be turned off/muted. 13. Date of next meeting 2pm Tuesday 21 October 2025 at Bournville Quaker Meeting House The meeting ended at 4.25 pm.	VH
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