

Minutes of Committee Meeting held at the Laura Trott Centre at 1.30pm on Thursday 20 November 2025

Stewart Walter (SW2) Chair	John Durrant (JD) Events Coordinator
Jo Ware (JW) Vice Chair	Heather Douglas (HD) Business Secretary
Rob Scott (RS) Treasurer	Malcolm Luff (ML) Committee member
Frank Sluter (FS) Groups Coordinator	Margaret Partridge (MP) Committee member
Stewart Wagstaff (SW) Asst Prog Editor	Vanessa Lucas (VL) WEB Coordinator
Andy Smith (AS) Membership Secretary	Tony Knight (TK) RUG Coordinator
Brian Peel (BP) Assistant Treasurer	Peter Harris (PH) Committee member

- 1. Apologies: Sue Allum**
- 2. Minutes of the previous Meeting held on October 2025 agreed.**
- 3. Matters Arising from the Minutes**

None

4. Chair's Report:

I would like to welcome you all to our November committee meeting.

Our meeting in October was an overwhelming success with more than 300 attendees, the bumper attendance that had been rumoured. Our speaker, Paul Lillie, lived up to expectations with his singing, painting and historical narrative about Elvis Presley. Many members commented that this was the best speaker that they had seen at u3a. Unfortunately, there was a minor accident on the road exiting the car park which resulted in one of our members having to have medical treatment and being taken to hospital by ambulance. Thankfully she was not seriously hurt and was discharged that evening from A&E. I did visit her the following Monday and took some flowers on behalf of the committee which she appreciated.

The initiative with the HYMB is going well. Thanks to Stewart Wagstaff for overseeing a very strong attendance on the open morning of 11th November and for subsequent follow up. Stewart will doubtless say more on this later in the meeting.

I have now booked the band and Halsey Hall for a summer dance on Saturday 18th July. This will be discussed further under AOB.

I have also completed the application forms from Broxbourne council for both a facilities grant in respect of Laura Trott usage and a cash grant towards provision of a loop system. These forms were originally sent to Steve Sell, in keeping with the council's practice of always being one chairman behind! The applications are considered in February 2026 and we will be informed of the outcome.

The Barts event held at the Spotlight on Friday 31st October was not well publicised and in the hour or so that I attended there was no "external" footfall, just participants chatting amongst themselves. That said, thanks to Heather and Frank for spending most of the day there

5. Vice Chair's Report:

I'm not going to take up too much time as we have a lot to talk about in AOB today, but I would like to say that last month's speaker was very entertaining and I have had a lot of great feedback, with requests to book him again for other artists (thankyou to Sue for a great booking).

I signed up another new bowler and Cheshunt u3a member on the back of our u3a day at the Brookfield centre. He was given a monthly programme by Heather, whom, it turns out, he used to work with. On my count this makes a total of 16 new members, from that u3a day and that is not counting the interested visitors at the September monthly meeting that have now become full members. This shows us just how successful and worthwhile that u3a day was.

At the last area cluster meeting, as Hertford u3a has gone completely digital, they offered their membership card printer, completely free, to any other u3a within our area cluster group that had use for it. I'm pleased to say that after first checking its usefulness and compatibility with Andy, I picked up the said printer on Tuesday, with my trusted chauffeur, thankyou Margaret. Andy is going to use his I.T. skills to incorporate the printer into the new membership workflow. Thankyou Andy.

In order to plan their events, members have been commenting on a need to easily view and identify the timings and scheduling of groups throughout the week. A schematic/schedule is therefore proposed for the website and if there is room, also for the monthly programme. I will work with Vanessa to put together a schematic for the website.

6. Business Secretary's Report:

All correspondence has been responded to or circulated as appropriate. Had an unusual request to rent a room just gave them some alternatives

I have ordered some more badges and lanyards for volunteers. Hopefully will arrive before the next meeting,

On Friday 31 October myself, Frank, Stewart, Margaret and Jenny Mckenzie attended BARTS Open House in shifts throughout the day. It was very quiet I only gave out 3 brochures. It was useful networking with other local u3a but left at 3 as nothing was happening.

7. Treasurer's report:Cheshunt u3aMonetary Values at 18th November 2025

Main Account	£ 7190.87
Groups Account (Restricted)	£20739.03
	<hr/>
	£27929.90
Cash Floats:-	
Membership Secretary	£ 50.00
Books	£ 5.00
Cash in Hand held by Groups	£ 6301.33
	<hr/>
	£34286.23
	<hr/>

This last month has been very busy – accounts wise – I've finalised the Accounts up to the 31st October 2025, subject to the Auditor's agreement and the acceptance by the members at the AGM. Before passing round the accounts to everyone, I need to pass on some sad news regarding Chris Hewkin and her husband David.

Income during the last month has been: Membership Fees £185.05 less charges of £1.66, Raffle £158.20, Books £17, Puzzles £30, Refreshments £39.86, Group Receipts £15235.

Outgoings were: Grp Leaders' Badges £118.32, Lanyards £47, Deposit to Tony Tutton for next Year's Simply 60s show £50, Deposit to Halsey Masonic Hall £360, Speaker £100, Grp Leaders' Refreshments £275.86, Printing of September and October Newsletters £408, Copy paper/Toner – Rob £44.27, Print Cartridges – Brian £21.49, Laptop Cable £18.98, Start-up costs re Basic French Group – CD Player £32.99, October Bank Charges for Main a/c £5.02 and Group a/c £64.98. Finally, Group Payments £19496.29.

Now the accounts are finished, I'll make a concerted effort to organise the investment with Saffron Walden Build Building Society.

The need to find a new accounts verifier was discussed following the sad news that Chris Hewkin was seriously ill in hospital and that David her husband had passed away on the 6 November. Appreciation of her previous dedication in verifying the accounts, as a Group Leader and participation in various groups was recognised.

SW2 to ask at the meeting if anyone else is willing to verify the accounts.

8. Membership Secretary's Report

There are 807 members. A new square terminal was purchased and I believe it should be possible to identify which terminal the money in the Accounts has come from. This means they could be used on tables collecting fees for trips etc. I have designed a membership form that can be filled in online on laptops, smart phones etc. The forms are downloaded to a website. I am still investigating online payments.

9. RUG Coordinator's Report:

Panny, Ann and Margaret will be manning the tea bar. Jean, Barry and Janet will be on the door. JW suggested we need more biscuits as run out at the last meeting.

10. Speaker Secretary's Report:

Have spoken to Denis the speaker for next week. All is ok and he will be arriving early. He needs our tech guys to help him set up his slides and may need our equipment for back up. He will need a table.

11. Group Coordinator's Report:

As previously stated myself the Chair and Secretary attended the B.A.R.Ts meeting at the Spotlight on 31st to represent Cheshunt u3a. Unfortunately the event was poorly attended by the public (not advertised sufficiently). However I found it very useful to exchange ideas and information with Broxbourne and Lea Valley u3as.

I attended the meeting at H. Y. M. B. On 11th. November with Stewart Wagstaff to review their facilities and consider their offers to Cheshunt u3a and exchange ideas and possibilities. We were pleased to see that fifty members of the u3a attended. H.Y.M.B. will be using the community table at the main meeting.

I received an email from Elizabeth Burdette the Broxbourne u3a Group Co-ordinator regarding the Ballroom Dancing risk assessment and insurance.

After discussion MP said she would do a response.to Elizabeth Burdette.

12. Web Coordinator' Report:

Everything is ok. There is continued development based on user feedback. The data protection form was discussed as to whether it was compliant. We do also have a privacy statement in the brochure. A decision on the outcome to check our compliance needs to be established before the next renewal.

Action- BP to check on Beacon for guidance and with other u3a's, and SW2 will discuss at the next Cluster Meeting.

13. Programme Editors Report:

There will be 550 programmes needed for the November meeting. A notice will be included to say the car parking tickets will be valid for the Xmas meeting on the 18 December. The Xmas meeting will require 450 programmes.

14. Events Coordinator' Report:

Following the last meeting concern was raised by the centre to ML regarding the amount of people clogging up the reception area. The meeting was particularly busy and the café was also hosting an event so not much we could have done about that. We had a popular speaker and there was a lot of trips etc. being sold.

How to handle the queue was discussed and it was noted that a number of people were not booking in and going straight to tables to book. To try to overcome this it is proposed to only allow a few members in the hall at a time to book in. This will be trialled at the next meeting.

15. Any Other Business:

Xmas Meeting (SW2)

Raffle-Sue will purchase 10 x £50 vouchers for prizes for the raffle as previously agreed. She will speak to Rob to sort it out.

Brochure-The deadline for entries for the Xmas programme is 9 December and 450 brochures will be required.

Event-the layout will be as in previous years. There was discussion on moving the screen but will stay as previous as can't be moved.

Entertainment-Peter has liaised with Barry regarding the scheduling on the day.

1.30-2.00	A Train
2.15-2.45	Singing for Fun and Karis
RAFFLE	
2.50-3.30	A Train

Catering-Tony will purchase 40 mince pies (Tesco), 2 boxes of stolen (Aldi) 8 foil trays and serviettes.

Panny and Ann will be on the door.

Use of Online Membership Form (AS)

21 emails bounced which will be flagged on the membership when members booked in where a form to correct the email will be given out. SW has deleted some of the emails so this may not initially work but will do going forward.

Summer Dance (SW2)

The dance has been booked for 18 July at Halsey Hall. The hall hire is £720 after negotiation for SW2 to reduce the fee for the stage hire and Tony Tutton £700. The tickets will be sold for £15. A raffle will be arranged and drinks and snacks can be purchased from the bar. If there are any spare tickets they will be offered for sale to other local u3a members. The event will be advertised in the January brochure. JW has identified on the Third Age Website some grants that maybe available and will follow this up.

HYMB Feedback SW

SW, FS and 50 members attended a meeting at HYMB with the Jay Booth the General Manager. Greenwich Leisure now manage the centre. They are interested in getting seniors to use the base. Initially looking to run archery sessions on a Tuesday morning or Sunday lunchtimes. Pricing was discussed and looking like £8 per session including equipment hire and a hot drink

Archery, paddle-boarding, rock climbing and caving and other options are available. HYMB will be using the community table at the next meeting to give members further information.

Martin Greensmyth suggested an astrology group could be an option.

Job Cover JW

A spreadsheet which was previously circulated was discussed and amendments were made where necessary.

Main Monthly Meeting: 1.30 on Thursday 27 November 2025

Next Committee Meeting: 1.30 on Thursday 15 January 2026

Meeting finished at 3.40