

Minutes of Sandbach & District u3a Trustees Meeting
held at 9.30am Monday 20 April 2026

Item		Action
1	Present: Kate Ashcroft, Linda Bilsborrow, Gillian Curtis, Moira Egan, Barrie Hacking, Alice Holmes, Gwen Lewis, Stuart Naylor, Paula Reilly Cooper, Steve Roe Apologies: Ken Talbot, Linda Williams	
2	Minutes of March meeting Accepted as a correct record of the meeting. Matters arising Item 10 (b) Helen Moon to be invited to the next trustees meeting	Linda B
3	Suggestions from treasurer regarding financial information needed by trustees The treasurer shared a graph showing running totals of total cash + bank balance, compared to last year. This was extremely useful and allows trustees to make a rough estimate of future balances. Costs continue to increase, including Marriot House increasing fees by £1 per hour. We use 300+ hours per month of paid venues, and paid tutors currently cost about £1200 per month. A cash flow projection shows that our reserves are likely to drop below £25K in summer 2026. We therefore decided that: • fees for paid tutor groups will increase from September 2026, with the amount determined by a recommendation from Paula when she has more complete information • a fees working group will convene over the summer months to make recommendations for fees generally, including the annual membership fee	Paula Stuart
4	U3a trips Risk Assessment Deferred until the next meeting	Stuart
5	Priorities for Sandbach Neighbourhood Plan 2026 After discussion trustees voted for the following priorities: 4 Employment and Community Facilities 5 Sports, Play and Leisure Facilities 11 Sustainable Transport and Movement We noted that Employment and Community Facilities was only concerned with the community aspect, not employment, and that sustainable transport should include reference to dropped kerbs for less mobile/disabled/older residents. Stuart will contact Barry Moran to inform him of our discussion.	Stuart
6	Website review Gwen has had useful discussions with a small consulting group of 'naïve users' regarding website development. More detail to be provided at the next meeting.	
6	Finance update The Finance Report was accepted. Accounting codes have changed in the SWISH financial system. Codes are now simpler and more self-explanatory. There are ongoing issues with members making payments by credit card via Paypal. Gwen and Gillian are exploring ways forward. Gwen will draft a statement for the newsletter to members regarding the issues with guest checkout using the Paypal screen, to be checked by Linda B before it goes out to members.	Gillian Gwen, Linda B

	The sewing group has put in a request for expenses for a meeting, but as the amount is below the £50 threshold, the full committee does not need to be involved.	
7	Membership update The membership report was accepted. Barrie has made some alterations to the data shown in the table. Gwen suggested some further improvements and offered to work with Barrie to check the formulae and improve the accuracy of how data are presented. Barrie has a volunteer to work with him on membership.	Gwen Barrie
8	Update on groups Croquet begins this month, based at the Cricket Club now that the pitch has dried out. Plenty of interest in the group. The first ChairFit taster session was held last week. 27 members turned up, and there is more interest from members who couldn't attend. Running two groups, at 10.45 and 12.00, is looking likely, and St Peters can accommodate this. The fee will be £4 per session to cover costs for the smaller group size. The ChairFit tutor has offered to run hypnotherapy sessions, but we decided not to proceed with this. A member of Congleton u3a has offered to run the Daytime Disco sessions which she leads in Congleton. This was received positively; Paula will follow up with the person concerned so we can offer it to members on a trial basis.	Paula Paula Paula
9	Trustees admin b) Consent form for photos Don Rickards' photography group has offered to take photos for the new website. We are advised by Don that we need to create a consent form for this. Gwen will develop a simple form, check this with the chair, then send it to Don. Gwen will talk to Don about what needs to happen next – e.g. find a volunteer (RUG?) to scan the forms and post these on Sharepoint. c) Using card payment for events This is something we have discussed previously. We agreed in principle that this should happen. We will probably need to purchase another card reader. Gillian will explore what would need to be entered into the system to record the relevant information. Barrie will create a form that can be used to record the relevant information in the library. Alice will need to be kept in the loop at all stages so that she has all the information she needs and any necessary guidance or training is made available.	Gwen Gillian, Barrie
10	AOB a) Gillian has held a meeting with a volunteer who is willing to help with our financial records. Paula is in touch with a volunteer who is interested in supporting her work with groups. b) Kate cannot be present at the members meeting on 11 th May. Ken was not present but we are assuming that he will be in charge that day. c) Steve is meeting with Moira to discuss taking over venues at some point.	Kate, Ken Steve, Moira
	Meeting closed at 11.12 am. Next Trustees meeting on Monday 18 May at 09.30 am	