Sherburn & Villages Committee minutes 8 September 2026

Present: Mike, Brian, Pauline M, Millie, Dave, Pauline R, John, Elaine, Cynthia, Beryl, Sarah, Josie

Apologies: Steve

1.0 Minutes of the August meeting Agreed except item 10.4 to be amended.	**Actions**
2.0 Matters arising 6.1.5 Stripe link – agenda item to be discussed. 6.1.6 Increased subscriptions – agenda item to be discussed. 6.2.3 Open day/renewals - agenda item to be discussed. 9.0 Beacon training expenses were paid. 10.4 Brian's amendment to read: For those group leaders who wish to edit their own pages. Committee agreed this will be done in a controlled way, once training has been given, the new website is bedded in and as soon as is practical. 11.1 Pauline R reported to date the storage box is not delivered. Delivery enquiries are ongoing.	
3.0 Chair's correspondence 3.1 Niall Clarke – presentation 3.2 Chair's Forum 1 September 2026 3.3 YHAR – Trustee workshop 3.4 The Chair welcomed new Committee member, Beryl Powell, to the meeting. 3.5 Beryl completed a Committee member's nomination form, which was proposed and seconded. 3.6 Beryl spoke briefly about her background in Education and Finance. 3.7 Beryl will join the Treasurer's team.	
4.0 Reports 4.1 **Members Secretary** 4.1.1 Dave reported currently there are 588 Members.	
4.2 **Speaker's sec**	

4.2.1 Steve's report was previously circulated to Committee. 4.2.2 Committee discussed the 'Heyup' keep fit idea from Mick Brown. Committee agreed it would be inappropriate to promote this offer, as it would not be u3a constitutional and would set a precedent for future targeted ideas. Should he wish to do so, Mick would be welcome to join our u3a and offer the keep fit idea as a group activity. 4.2.3 Brian undertook to respond to Steve re Mick's offer. 4.2.4 The Speaker from the Aug monthly meeting has contacted Steve. The Speaker asked about the welfare of one of our Members, who had been taken ill during the meeting. The Committee commended the Speaker for his response to this incident.	**Response sent to Steve - Brian**
4.3 **Treasurer** 4.3.1 Pauline M had previously circulated the Treasurer's report to Committee. 4.3.2 The current Bank balance is £16,899.80 4.3.3 Pauline M has applied for and received Gift Aid. 4.3.4 A new laptop was purchased for Sarah. Noted that the Asset Register should be updated. 4.3.5 Pauline M had received a favourable recommendation about the AVG security software prior to its installation. The AVG payment has been made and will cover 10 devices. 4.3.6.1 Pauline M referred to the Stripe online payment facility, and explained the security situation re setting up the facility via Barrie. Setting up the facility onto the new website had proved problematic, and had been unsuccessful. 4.3.6.2 Millie referenced the 'issues log' re Stripe. The new website front page was now set up with information about how to pay membership Renewals via BACS, card or cash payments. 4.3.6.3 Committee agreed no further attempt would be made to install Stripe onto the new website.	**Agreed – Stripe would not be installed**
4.4 **IT Coordinator** 4.4.1 Millie referred to the 'issues log' circulated to Committee re the new website. 4.4.2 Millie referred to the work done so far on the calendar/bulletin and confirmed that work is continuing.	

4.4.3 Committee discussed the number of group activity reports that should be shown at any one time on each of the group webpages. Committee agreed 3 reports should be shown on each webpage. Older reports would be archived for access and/or retrieval.	**Agreed – 3 group activity reports per group webpage**
4.4.4 Committee discussed how many photos should be shown at any one time on each of the group webpages. Committee agreed 24 photos, each with identifying label, to be shown on each webpage.	**Agreed – 24 identified photos per group webpage**
4.4.5 Millie reported that Barrie had identified other users of the current site hosted by Hostek. Brian undertook to inform the users that the Hostek contract would expire in Feb 2027 and would not be renewed.	**Inform current website users – Brian**
4.4.6 Committee discussed the current use of generic emails, i.e: @sherburnu3a.org Committee agreed to continue using the generic email address.	**Agreed – continue using generic email**
4.4.7 Millie reported that currently every Sherburn u3a group now has a page on the new website. Work is ongoing to complete the pages to the needs of each of the Group Leaders.	
4.4.8 Millie confirmed that data would be kept by the new system for up to 7 years.	
4.5 **Groups Coordinator** 4.5.1 Josie confirmed the Groups Coordinator's report was circulated to Committee.	
4.5.2 During August, Beacon training sessions were successfully delivered by Deborah to 33 Group Leaders. Each Group Leader has enabled their own password and were able to login to the Beacon management system.	
4.5.3 Group Leaders were instructed on the methods of communication via the Beacon site. They were shown examples of optional group webpage layouts and offered a choice of 4 options.	
4.5.4 Once their choices were made, Group Leaders were tasked with making their preferences known to the Groups Coordinator.	
4.5.5 A Beacon training session for an additional 6 Group Leaders is arranged for 9 September. Training for the remaining Group Leaders is ongoing.	

5.0 Increased Membership subscription fees 5.1 Committee discussed whether membership subscription fees should be increased from current levels due to rising costs. 5.2 Committee suggested possible increases from £10 to £12 for renewals, and from £15 to £18 for new members from 1 October 2027. 5.3 Committee discussed possible entry fee increases for the Monthly Meetings from £1 to £2. 5.4 Committee agreed increased subscription/monthly meeting fees as agenda item for next meeting.	**Agenda item – Increased subscriptions and monthly meeting fees.**
6.0 Cygnet 6.1 Brian reported the next Cygnet meeting is 2 November 2026 to be hosted by Leeds u3a 6.2 Selby u3a are hosting a 'Carnivorous Plants' event on 24 October 2026.	
7.0 Open Day/Renewals 15 Oct 2026 7.1 Dave confirmed the rooms are booked for this event to take place on 15 Oct at the Eversley Park Centre. Set up will begin from 1pm. Renewals will take place in the Harry Mountain room from 1.30pm to 3.30pm. The Open Day event in the main hall from 2pm to 4pm. 7.2 Pauline M will email Members with information about date and time of the event, and payment methods for Renewals, including Bank details for BACS payments. 7.3 Josie will email Group Leaders to arrange table bookings for the Group Leaders group activities showcase event. 7.4 Steve will post information about the Open Day/Renewals event in the Bulletin and produce a poster for circulation in Sherburn village.	**Pauline M** **Josie** **Steve**
8.0 We are Sherburn Brian undertook to attend the next meeting, which is to take place on 1 October at the Motorist.	**We are Sherburn meeting - Brian**
9.0 Any other business 9.1 **Publicity** Pauline R will liaise with Steve and arrange to post publicity information about upcoming monthly meetings in the Sherburn village 'Resident' magazine.	

9.1.1 Dave referred to a request for Sherburn u3a to host a Macmillan coffee morning. Committee agreed it would not be appropriate nor u3a constitutional to host this event. 9.1.2 Dave undertook to respond to the request as appropriate.	**Response to Macmillan request - Dave**
10.0 Date of next meeting Tues 29 September 2026	