

Preston and District u3a Committee Meeting

**Minutes of the meeting held at 10am on 13th March 2026 at
St Cuthbert's Church, Lytham Road, Fulwood, PRESTON**

Agenda Item		Actions
1. In Attendance	<p>KH welcomed the committee and then pointed out the fire exits etc.</p> <p>Kay Harrison (KH) – Chair Sue Holder (SJH) – Secretary Janet Nixon (JN) - Treasurer Sheena Clowes (SC) – Interest Groups Coordinator Julie Franklin (JF)- Assistant Treasurer (co-opted) David Parker (DP) – Beacon Administrator Cathy Widdows (CW) – Membership Secretary Paul Westwood (PW) – Observer Mark Buckley (MB) – Observer</p>	As per signed sheet
2. Apologies	OFFICERS' REPORTS circulated - NONE	
3. Welcome to observer(s)	<p>KH welcomed MB to the committee. The committee agreed to co-opt MB as a committee member: MB will take on the role of Speaker Organiser.</p>	
4. Change of committee roles	<p>The committee approved a change in committee roles after the AGM: JN will take on the role of Chair and KH will take on the role of Vice-Chair.</p>	
5. Recent resignations	<p>JF has withdrawn her application for the post of Assistant Treasurer. There followed a discussion of how the role of the Assistant Treasurer could be made less time-consuming. The following points were made:</p> <ul style="list-style-type: none"> • The current SumUp account is only used for membership payments. A second SumUp account could be opened for paying in cash but JN pointed out that this would involve paying commission. CW would be able to collect cash and cheques at the Monthly Social when P Kitchen is around to assist. • CW pointed out that cheques can be scanned to avoid bank visits. • Cash can be paid in at some post offices which might be convenient. • Some Group Leaders are not completing the attendance forms fully making the job of Assistant Treasurer more difficult. JF will identify the worst offenders and pass these names to JN as part of the handover. • Until an Assistant Treasurer is in post KH will collect the attendance paperwork and cheques from St Cuthbert's and JN will input the figures to the spreadsheet for monitoring purposes. 	<p align="right">JF</p> <p align="right">KH, JN</p>
6. Recruiting	<p>It was argued that it would be sensible to spread the load as much as</p>	

Committee Meeting Attendance Form

Preston and District u3a

Date: 13th March 2026

Chair:	<i>K. Alce</i>
Vice Chair:	
Secretary:	<i>Sue Holder</i>
Treasurer:	<i>Janet S. Nixon / Paul Westwood*</i>
Assistant Treasurer: (co-opted)	<i>J. Parker</i>
Membership Secretary:	<i>CM Wilson</i>
Groups Co-ordinator:	<i>Sheena Clous</i>
Members' Representative:	
Beacon Administrator:	<i>D.A. Parker</i>
<i>OBSERVER</i> (Speaker Organiser)	<i>Manni Brey</i>
Website Administrator:	
Observer:	<i>* See above</i>
Observer:	