



Minutes of Perth u3a Committee Meeting

Held on Tuesday 6th January 2026 at 10am in Unit 7

Present

Richard Coles	RC (Chair)		
Irene Twinn	IT	Yvonne Connell	YC
Sue Hendry	SH	Wilma Coleman	WC
Don Deeney	DD	Jon Babb	JB
Anne Rutherford	AR	Dave Smith	DS
Trevor Abell	TA		
John Seavers	JS		

1. Apologies and Introduction

Apologies received from Ray Hodgson (Groups Coordinator).

2. Approval of Minutes

The minutes of the previous meeting on Tuesday 18st November 2025 were approved – proposed by DS, seconded by IT.

3. Matters arising

- a) WC has booked Unit 6 in order to facilitate Armchair Theatre meetings every two weeks.
- b) IT has paid the Open Meeting speaker as agreed and is continuing to look into moving the Social Account to a more cost-effective bank.
- c) YC has attempted to ascertain whether copyright is being breached by the LCM Groups' practice of downloading YouTube videos for the sole use at meetings and to avoid potential internet issues during meetings. Findings were that YouTube itself holds no copyright for its content but takes retrospective action on behalf of copyright holders to prevent copyright infringement. YouTube content providers may or may not own the copyright of the material they post, and there's no straightforward way to establish copyright status for a given item. The Committee resolved to seek advice from TAT.

Action: YC to contact TAT as above.

d) WC reported that the cleaners have accepted our proposal (clean once a week, plus a one-off deep clean). The cost is £10 per clean, and the service so far has been very good.

Other Actions/Matters arising which were dealt with and notified to the Secretary prior to the meeting:

Item 4b: With regard to copyright, RH has confirmed that the SemiTones Group write out their music rather than make copies of copyrighted material, and the Ukelele Group never used photocopied music. IT has purchased a CLA licence.

Item 4c: RH has passed the notes from the 2025 Groups Leaders' meeting onto Anne Trant and these are now on the website

Item 4d: With regard to Unit7 heating, YC has included a notice in the News Roundup, and RH emailed Group Leaders about turning it down for the weekend.

Item 4e: IT confirmed that we can send a link for payment from SumUp. This can be used for members' event payments, and as an alternative to Paypal for membership subs if the user can't make Paypal work.

Item 9: YC obtained approval from RH to remove the 'where' and 'when' group data from Beacon, and notified the Beacon Administrator (Anne Trant) accordingly.

4. Admin Matters

a) Treasurer's report

IT reported a healthy financial situation, with a current surplus of around £5,000. RC noted that he had thanked the member who mentioned Perth u3a when booking with Riviera Travel, resulting in a donation to our funds from Riviera.

b) Group Co-ordinator's Report

Nothing to report.

c) Membership Report

DS reported 540 members, bringing in an income of £15,120. Seven members have joined since 18 November 2025 and DS estimated, based on past trends, that around 27 more members will join this year.

d) Accommodation Co-ordinator's Report

Nothing to report.

e) Events

JB reported that the Christmas lunch went very well. The SemiTones' contribution was well received and they enjoyed the experience.

IT reported that the disabled member attended, despite not having paid. The individual was escorted to Reception in order to book a taxi home but came back in, hoping to socialise without eating lunch. Given that this could cause discomfort for other attendees, they were escorted to Reception again and a taxi was organised to take them home. Every effort was made to take these actions kindly but firmly. Colleagues later checked with Reception that they had been picked up.

A gin tasting social event is organised for 22 January and is already over-subscribed. JB is seeking to book a second date.

5. Succession Planning

RC noted the urgent vacancies for Chair, Vice Chair and New Member Liaison, and that these need filling before the AGM in May. The recruitment talk at the last Open Meeting didn't yield any volunteers, so it was decided to focus on Group Leaders, as they are most likely to be willing to step into Committee roles. RC will email all Group Leaders asking them to consider the vacant roles, and also to identify any group members who might be suitable.

Committee members will also look at the list of Group Leaders in an attempt to identify suitable candidates. DS will circulate the list.

Action: RC to email Group Leaders as above. DS to circulate Group Leaders list as above.

6. TAT advice regarding disabled member

RC summarised the TAT advice (already circulated to the Committee), noting these points:

- We shouldn't bypass direct communication with the member
- We shouldn't prevent the member from making their own bookings
- TAT noted a potential safeguarding issue on reporting

On the last point, Perth u3a doesn't have a safeguarding policy and it's questionable as to whether we need one. JS noted that social prescribing is a growing trend which could affect us, although we are not a therapy organisation. As the issue currently only involves one member, it was agreed to postpone any further work on safeguarding until a number of more pressing matters are resolved.

In the meantime, it was agreed that a couple of Committee members would visit the individual to explain our situation and our concern for them, and to set out

how they might safely attend u3a meetings and events in the future. This would include being accompanied by a carer.

Action: Two Committee members volunteered to visit the member at home

7. Volunteer job specification (JS)

JS noted that, as there is currently no role dedicated to general volunteering, it was difficult to construct a job specification. He also pointed out that everyone who 'works' for Perth u3a (Group Leaders, Committee members, Web admin, etc) is already a volunteer. So, rather than draft a job specification, he proposed a 'Volunteering with Perth u3a' document, for publication on the website and possibly also circulation to members.

There was a substantial discussion as to whether we needed a permanent pool of volunteers for Events and Open Meeting 'meet and greeters'. Should we create a list of volunteer jobs and then look for people to fill them? Does the word 'Volunteering' have negative connotations? And should we take more care to avoid elitist language which could turn people off?

We settled on the view that, at this point, we want to encourage an ethos of volunteering within the membership. To this end, JS will redraft his document and bring it back to the next Committee meeting.

Action: JS to redraft 'volunteering for Perth u3a' document

8. 40th Anniversary celebrations

WC reported that the 40th Anniversary Group has secured a speaker and some folk singers for the event. They envisage a members-only event, though press could be invited. There would be displays around the room showcasing Group activities, potentially with a few demonstrations from suitable groups. Catering would be organised for attendees.

WC has booked St Matthews all day on 4 May for the event, which is also the date of the AGM. Following discussion, it was agreed that it would be feasible to run both on the same day, one after the other. No speaker has been booked yet for the AGM, so the 40th Anniversary event could potentially commence straight after the AGM. Furthermore, the room would already be set up with the displays, which members could browse as they arrive for the AGM. WC will ask the Group to consider the practicalities of this approach. [Note from YC – given that the AGM will likely be finished by 11am, could we make it a members-only event before lunch and then invite the public from, say, 2pm?]

WC would like to recruit additional members to the Group, as there are currently only 3 members, none of whom are prepared to take on the work of organising/running the event.

Action: YC to include a recruitment call in the News Roundup. WC to ask the group to consider proposals to hold the AGM and the event on the same day (as above).

9. Draft Strategy

RC introduced the draft strategy, noting that he disagrees with the quote from the website regarding our target membership. YC explained that this was written in response to TAT changing their description of the u3a demographic. Following a brief discussion, RC undertook to review TAT's wording and propose an amended description for Perth u3a, noting that, as an independent charity, we are at liberty to define our own target membership.

JB was in broad agreement with the draft, pointing out that the incomplete sections (how to address issues and achieve goals) are the real challenge. There were no further comments from the Committee.

DS then gave a 20 minute presentation on his proposed methodology for tackling the incomplete sections of the draft.

Action: RC to review TAT's wording on target membership. YC to organise date of next Strategy Sub-Group meeting.

10. AOB

JS proposed that we highlight a group in each News Roundup. There was a short discussion on how we would choose the group and who would write the content; also that it would take a long time to work through all 70-something groups. It was agreed that YC should recommence the previous practice of highlighting a category of groups in each News Roundup.

Action: YC as above

Next Meeting: Tuesday 3 February 2026 at 10am in Unit7