

## **LANCASTER AND MORECAMBE u3a**

### **FEES, EXPENSES AND RESERVES POLICY**

#### **Fees**

- Full Membership: £15
- Full new Membership, joining after 1<sup>st</sup> April: £10
- Full new Membership joining after 1<sup>st</sup> July: £15 includes the following year
- Associate membership: £5
- Honorary membership: Free
- Paper mailings full members: £12 per year
- Paper mailings full members joining after 1st April: £5
- Monthly meetings: £2
- Special lectures: £2
- Group meetings: £2 basic plus equipment hire if appropriate
- Home Group meetings: £1 maximum
- Third Age Trust Fee: £4 (included in membership)
- Third Age Matters magazine charge: Complimentary
- Independent Examiner fee: Negotiated by Treasurer
- Room rental: Negotiated by Treasurer/Group Coordinator, market dependent.

#### **Expenses**

- Monthly Meeting and Special Lecture fees: £120 guidance plus reasonable travel expenses. Speaker Finder may consult Treasurer and Committee
- Group Leader annual expenditure limit: £100 with Committee agreement
- Committee member one-off purchase: £100
- Chair one-off purchase: £400
- Guidance on fees and expenses for members attending conferences, training, Network meetings and meetings out of the area on behalf of the Committee:
  - Up to two members are encouraged to attend u3a national and regional conferences.
  - Fees are paid by L&M u3a plus travel expenses - 2nd class rail fare or 40p per mile with delegates being asked to car share if possible.
  - Subsistence is also payable – if away from home for up to 6 hours £7.50 and over 6 hours but not overnight £20.
  - Reasonable claims for overnight to be agreed with the Treasurer beforehand.
  - Delegates must provide receipts to cover their claims.
  - Reimbursement of expenses is only payable for events outside L&M u3a's catchment area.
- Reasonable travel expenses to u3a members from NW regional u3as giving a talk to an interest group arranged by L&M u3a group leader – see Outside Speaker Policy
- Committee members can claim reasonable travel and parking expenses for attending meetings where their attendance is required
- Other expenses must be approved by the committee.

#### **Reserves**

Reserve account: Minimum of £10,000

Reviewed 11/2019

Reviewed 7/2020

Reviewed 11/11/21

Reviewed 2/12/22

Reviewed 2/2/24

Monthly Meeting and Special Lecture fees revised 11/04/24