



## **Spelthorne U3A K2** (Registered Charity No. 1110936)

Thank you for your enquiry about joining Spelthorne U3A K2. I have pleasure in enclosing our membership pack.

Our membership year runs from **1 September to 31 August**. The annual membership fee for 2023/24 is £17.00. A reduced rate of £10 will however apply for members joining in June, July or August 2024. Payment may be made either by cheque made out to Spelthorne U3A K2 or by bank transfer. Please see the foot of the application form for full details. Cash is also acceptable if paying at the monthly meeting.

Spelthorne U3A K2 is a registered charity and is run entirely by volunteers. To keep our membership fees as low as possible we need to maximise our income and as we do not fund raise, the only way we can do this is by asking our members to consent to use Gift Aid. This enables us to reclaim tax on your donation. Eligible tax you have paid could include: tax deducted at source from savings interest, tax on State Pension and/or other pensions, tax on investment or rental income (including tax credits on UK dividends) and Capital Gains Tax, as well as tax on income from a job or self-employment. A Gift Aid Declaration form is enclosed so that if you are a UK tax payer, we can reclaim the tax you paid on your subscription. If you are able and willing to do so we would very much appreciate it if you would complete and return the form together with your membership application.

Our General Meetings are held on the second Thursday of every month at the Salvation Army Citadel in Woodthorpe Road, Ashford, TW15 3JY. The meetings start promptly at 2.00pm (doors open at 1.15 pm). We usually have a guest speaker on these occasions and there is always an opportunity to chat with other members over tea or coffee afterwards. There is no charge for the refreshments. Details of the forthcoming talks are listed on the Spelthorne U3A K2 website. You are very welcome to attend up to two of our General Meetings before you decide whether or not to join. When attending meetings we would be grateful, for fire safety and insurance reasons, if you would register when you enter the hall.

I also enclose a list of our Interest Groups. The Groups are an opportunity for like-minded people to get together and share ideas, skills and information. Some Groups do also have tuition. Our interest groups meet on various days and times, mostly daytime. The list is regularly updated as new Groups are always being formed. The latest version is attached for information. Please note that not all Groups have vacancies.

Details of dates and times when existing Groups meet and whether or not they have vacancies can be found on the Groups page on the SU3A K2 website - [www.u3asites.org.uk/spelthornek2](http://www.u3asites.org.uk/spelthornek2) as can the current list of proposed groups. Our regular newsletter, which you will automatically receive as soon as you join also contains full and up to date details of our groups.

If you do not have access to the internet, please contact Helen Beecham the Groups Coordinator on 01784 244288 if you need any information. Otherwise e-mail any queries to [k2groupscoordinator@gmail.com](mailto:k2groupscoordinator@gmail.com).

We would ask you to complete the reverse of your Application Form showing which groups from this list might be interest you and a group leader will contact you with further details. We recommend that you do not select too many groups at the outset and give yourself a chance to settle in to these before joining further groups, which

you may do at any time subject to spaces being available. New groups are set up at the request of our members, so if you have any suggestions do make sure you put them down on the form. As SU3A K2 has decided at present not to have a waiting list the increase in our membership has inevitably put additional pressure on existing Groups. If you are able to offer your services as a Group Leader/ Organiser this would be very much welcomed, although don't worry about it if you can't.

We also rely on volunteers to help out at our monthly meetings and with committee work. If you are willing to help out in any way, please indicate this on your form and again we will contact you once you have had an opportunity to settle in.

Should you require any further information meantime please do not hesitate to contact me.

We look forward to welcoming you to SU3A K2.

Yours sincerely

Valerie Matthews  
Membership Secretary



## **Spelthorne U3A K2 Privacy Statement - Issue 4**

*(Registered Charity No. 1110936)*

Any personal information members have provided to Spelthorne U3A K2 (K2) and the Groups they belong to will be stored securely and used only in the following ways:

- To perform membership administration, including meeting our statutory obligations.
- To communicate with you as a U3A member.
- To share with group leaders of those groups in which you have expressed an interest.
- To share with the members of some groups, of which you are a member, to permit mutual contact, arrangement of car share and other mutual benefits.
- To send you general information about the Third Age Trust (the national organisation to which U3As are affiliated), primarily that your name may be added to the direct mailing list for the Third Age Trust magazine – “Third Age Matters”. Note: this necessitates sharing your name and postal address with the distribution company. Should you not want to receive the publication, please contact the K2 Membership Secretary.
- To communicate with HM Revenue and Customs, if you have signed a Gift Aid declaration. Only your name, first line of address and postcode will be sent to HMRC to enable tax to be reclaimed on your membership fee.

Our lawful basis for processing your personal data is “legitimate interest”. Our only interests in your data are for the successful operation of our U3A.

Other than as stated above your data will not be passed to any third party without your further consent being sought. For example, as may be required in booking U3A holidays.

You can request a copy of your details, have them amended or request that they are not used for any of the above stated purposes by contacting the K2 Membership Secretary.

Members’ data will be retained for the duration of their membership of K2 and for a further period of twelve months unless our statutory obligations require them to be kept for a longer period.

If at any time you feel we have misused your personal data, please contact us. If you are not satisfied with our response, you have the right to make a formal complaint to the Information Commissioner’s Office.

SU3A K2 may be contacted by emailing our Membership Secretary at [su3ak2.membership.secretary@gmail.com](mailto:su3ak2.membership.secretary@gmail.com) or by writing to the address given in the K2 Newsletter

*Adopted: 01/09/2023*

*Review date: 01/09/2025*



## Spelthorne U3A K2 (Registered Charity No. 1110936)

### GIFT AID DECLARATION

Name of Charity: Spelthorne U3A K2

Title: .....

Forename(s) .....

Surname: .....

Address: .....

.....

.....

Postcode: .....

Please apply Gift Aid to my donation

I want Spelthorne U3A K2 to treat all donations I have made for six years prior to the date of this declaration and all donations that I make from the date of this declaration until I notify otherwise, as Gift Aid donations.

**Please tick boxes.**

Signature: ..... Date: .....

#### Note:

You must pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the tax that **all** the charities or Community Amateur Sports Clubs (CACs) will reclaim on your donations for that tax year (taxes such as VAT and Council Tax do not qualify). Spelthorne U3A K2 will reclaim 25p for each £1 you give.

#### Notes:

1. You can cancel this Declaration at any time by notifying Spelthorne U3A K2.
2. If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that Spelthorne U3A K2 reclaims, you can cancel your declaration.
3. If you pay tax at the higher rate, you can claim further tax relief in your Self Assessment tax return.
4. If you are unsure whether your donations qualify for Gift Aid tax relief, ask Spelthorne U3A K2 or refer to help sheet IR65 on the HMRC web site.

Please notify Spelthorne U3A K2 if you change your name or address



**Spelthorne U3A K2**  
 (Registered Charity NO 1110936)  
**Membership Application Form**

Title (Mr/Mrs/etc)..... Surname.....

Forenames.....Preferred Name.....

Address.....

.....

Post Code..... Tel. No.....

E-mail Address.....

I wish to apply for membership of the U3A and enclose £17.00 in payment of the membership fee from 1<sup>st</sup> September 2023 until 31<sup>st</sup> August 2024. A reduced fee of £10.00 will apply for members joining in June, July or August 2024.

Our lawful basis for collecting the above information is legitimate interest. It will be stored securely and used only for the following purposes:-

- to perform membership administration.
- to communicate with you as a Spelthorne U3A K2 member.
- to share with Group Leaders of those Groups in which you have expressed an interest
- to send you general information about Third Age Trust primarily for the purpose of sending you the Third Age Matters magazine. *Note: this necessitates sharing your name and postal address with the distribution company.*
- to communicate with HM Revenue and Customs if you sign a Gift Aid declaration to enable tax to be reclaimed on your membership fee. *Note: Only your name, first line of your address and postcode will be sent to HMRC.*
- to comply with applicable statutory obligations.

You can request a copy of your details, have them amended, deleted or request that they are not used for any of the purposes stated above by contacting the K2 Membership Secretary.

Full details of our Privacy Policy are attached. A copy is also available to view on the Membership table at General Meetings and can be found at: <https://u3asites.org.uk/spelthornek2/welcome>

**Please tick the appropriate box below confirming you agree to your information being shared with the company that distributes the above Third Age magazine or do not wish to receive it.**

I agree to my information being shared with the distribution company or

I do not wish to receive the Third Age Matters magazine

Signed..... Date.....

If enrolling by post, please send this form with your cheque, made payable to **Spelthorne U3A K2** to **The Membership Secretary, SU3A K2, 6 Range Way, Shepperton, Middlesex TW17 9NW**. Cash is also acceptable if enrolling at the monthly meetings.

If you prefer to pay by bank transfer, please transfer the money to our Nat West account. The payee is **Spelthorne U3A K2**, sort code **54 41 51** and account number **60735279**. The reference is your postcode and surname (up to 12 letters) with no spaces. Please tick this box if you have chosen to pay by this method.

**Meeting interesting people and making friends is an important part of the U3A.**

Please enter any subjects, from the attached list, in which you have a particular interest plus any not listed which you would have liked to have seen. It may be possible to form a new group if there is sufficient interest, and a leader can be found.

Subjects (Groups) in which I am interested	As a member of the Group	As a Leader or Organiser of the Group

**Are there any Groups you would have liked to see on our list which are not featured?**

**Please state .....**

**Would you be prepared to Lead or Organise (see below) such Groups?**

A Group Leader is someone who has knowledge of a subject and is willing to impart that knowledge to a group. A Group Organiser is someone who does not have specific knowledge of a subject, but is interested and would be prepared to organise a Group so that members can share their know-how.

**Our Committee**

We are always on the lookout for new people to join our Committee. Would you be willing to serve as a Committee Member? It involves giving time to the general administration of the SU3AK2. There are Committee meetings each month held a week or so prior to the General Meetings. Special skills are not necessary but can be valuable if you have them, i.e. computer, accounts, secretarial. If you would like to volunteer, please indicate below the areas you would be interested in helping with.

Volunteers for the Committee	Please tick box
Book-keeping	
Secretarial	
Computer	
Newsletter production	
General Committee work	

**Once you have settled in, would you be willing/able to be included on the following rotas at the General Meetings:**

- Tea/coffee making **Yes/No**
- Door (checking people on list as they arrive.) **Yes/No**
- Usher (helping people to find a seat) **Yes/No**
- Welcome Team (welcoming guests & new members) **Yes/No**

How did you hear about us? From a friend      Local Library      U3A K2 Website  
 Other, please state .....

**SPELTHORNE U3A K2**  
(Registered Charity No. 1110936)

**List of Interest Groups** (Updated March 2024)

If you have access to the internet you can see on the Spelthorne U3A K2 website, [www.u3asites.org.uk/spelthornek2](http://www.u3asites.org.uk/spelthornek2), what days and time of day the Groups meet.

(pm usually, but not always, means afternoon not evening)

**Not all groups have vacancies.**

<b>Ambling</b>	Healthy activity and social contact
<b>American Square Dancing</b>	Enjoyable, sociable and good exercise
<b>Art Appreciation (2 Groups)</b>	Understanding art through the ages
<b>Badminton</b>	Playing for fun at beginner level
<b>Beaded Jewellery</b>	Enjoy creating jewellery to your taste
<b>Book Club (2 Groups)</b>	An interesting read
<b>Bus Pass Travel</b>	Make use of your bus pass to visit interesting places
<b>Canasta (3 Groups)</b>	A competitive card game of skill
<b>Card Making</b>	Enjoy making beautiful cards for your friends and relatives
<b>Creative Crafting</b>	Making things in a social atmosphere
<b>Creative Writing</b>	Fact or fiction, your choice to write about it
<b>Exploring Faiths</b>	Visiting places of worship & discussing afterwards
<b>Exploring London</b>	Discover places in London you didn't know existed
<b>Family History (2 Groups)</b>	Find out who you are
<b>Food &amp; Travel Book Club</b>	Armchair travel to cities with food tasting & books set there
<b>French Conversation (3Groups)</b>	Useful for your holidays
<b>French Film Club</b>	Full length French films (with subtitles)
<b>Gardening (2 Groups)</b>	A forum on plants and how to grow them
<b>Golf</b>	A healthy and sociable game
<b>History</b>	For people with an interest in History
<b>Improvers' Italian Level 1</b>	Learn a new language from scratch
<b>Italian Level 2</b>	Useful for your holidays
<b>Jazz Appreciation (2 Groups)</b>	Share a love of this style of music
<b>Knit 'n Natter</b>	To knit or crochet in a social atmosphere
<b>Lawn Bowls (2 Groups)</b>	Healthy activity and social contact
<b>Literature</b>	Share a love of good books
<b>Local History</b>	To find out more about Spelthorne
<b>Mah Jong</b>	Chinese table game played with tiles not cards
<b>Military History</b>	Delve into the history of battles
<b>MOTO (Members on their own) (2 Groups)</b>	Social group for members on their own or who want to do things without their partner
<b>Motorcycling</b>	Enriches the soul
<b>Muncheon Club</b>	Good food and good company
<b>Music Appreciation (3 groups)</b>	To expand awareness of a wide range of music
<b>Needlecraft (2 Groups)</b>	Creating beautiful things using needles
<b>Nostalgic Games</b>	Restore some childhood memories or learn a new game
<b>Outings &amp; Social Events</b>	Visits to various places of interest & Fun events
<b>Painting</b>	To talk, paint and draw in any medium
<b>Philosophy</b>	Study a philosopher or discuss aspects of philosophy
<b>Photography</b>	Share your photographic skills
<b>Pickleball (2 Groups)</b>	Fun, social and energising
<b>Play Reading (2 Groups)</b>	Entertaining and fun
<b>Poetry Writing</b>	Get creative with poetry
<b>Poetry Reading</b>	For those with a love of prose
<b>Psychology</b>	Research and presentation of various areas of psychology

<b>Qigong (T'ai Chi exercises)</b>	For mind and body
<b>Quizzing at Home</b>	Broaden your general knowledge with like minded friends
<b>Recorders</b>	Make music together
<b>Rummikub (4 Groups)</b>	A competitive game of skill
<b>Science &amp; Technology</b>	A wealth of interesting topics
<b>Scrabble (3 Groups)</b>	An interesting board game
<b>Singing for Pleasure</b>	Making music and friends
<b>Sketching</b>	To sketch, chat and enjoy
<b>Spanish</b>	Useful for your holidays
<b>Stretch &amp; Dance</b>	Increase balance & co-ordination with music
<b>The 1960's</b>	Discussing topics relating to the 1960's
<b>Walking</b>	Healthy activity and social contact
<b>Wildlife and Conservation</b>	Wildlife walks and helping out with conservation projects
<b>Whist (2 Groups)</b>	A classic English trick-taking card game with simple rules
<b>Write your life</b>	Write your life story for posterity