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 2026/27 is £17.00. There will be no charge for members joining in June, July or August 2027 provided that they pay the renewal fee for 2027/28 at the time of joining. 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.

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 showing the location, dates and times that they meet. Most are self explanatory. Our two MOTO groups (Members on their Own) are restricted to members either on their own or for whatever reason wish to socialise without their partner. The Muncheon group arranges lunches on a monthly basis while Tasty Tribe offers a combination of lunches, afternoon teas etc. Groups are an opportunity for like-minded people to get together and share ideas, skills and information. Some Groups do also have tuition. The list is regularly updated as new Groups are always being formed. Up to date information can be found on our website https://spelthornek2.u3asite.uk/groups 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, including contact details for our group leaders.

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.

We would ask you to complete the reverse of your Application Form showing which groups from this list might be of interest to you (including the day and time that suits if there is more than one group offering that option). 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

(*Registered Charity NO 111O936)*

Membership Application Form

Title (Mr/Mrs/etc)…… Surname……..… Forename(s)…….....

Preferred Name…..……..... E-mail Address……..

Address…….

……. Post Code……..……

Mobile No…….. Home Tel No…….

Please provide next of kin details in case of emergency, illness or untoward event:

Name……... Contact number……

Relationship to you……..

I wish to apply for membership of U3A K2 and enclose £17.00 in payment of the membership fee from 1st September 2026 until 31st August 2027. There will be no charge for members joining in June, July or August 2027 provided that they pay the renewal fee for 2027/28 at the time of joining.

SU3A K2 takes the protection of members' personal details extremely seriously and adheres to the current GDPR regulations at all times. 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://spelthornek2.u3asite.uk/links

Members are entitled to receive the Third Age Matters magazine. Please tick the appropriate box below confirming you agree to your information being shared with the distribution company or you 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.**

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. ☐

PTO

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**
Other assistance such as registering and greeting people on arrival **Yes/No**

How did you hear about us? From a friend Local Library U3A K2 Website

Other, please state ……

Spelthorne U3A K2 Privacy Policy – Issue 5

(***Registered Charity No. 1110936***)

Spelthorne U3A K2 treats your privacy rights seriously. This privacy policy sets out how Spelthorne U3A K2 will deal with your 'personal information', that is, information that could identify, or is related to the identity of, an individual.

What personal information do we collect?

When you express an interest in becoming a member of Spelthorne U3A K2 you will be asked to provide certain information. This includes:

- your name
- home address
- email address
- telephone number
- your subscription preferences
- Gift Aid declaration (if appropriate)

How do we collect this personal information?

All the information collected is obtained directly from you. This is usually at the point of your initial registration. The information will be collected via the membership application and renewal forms and by the Leader of any Interest Group that you join. The lawful basis for collecting and storing your information is due to the legitimate interest that Spelthorne U3A K2 has in communicating with you as a member. In order to inform you about the groups, activities and events that you can access as a member, we need to store and process a certain amount of personal data.

How do we use your personal information?

We use your personal information:

- To provide Spelthorne U3A K2 activities and services to you
- For administration, planning and management of Spelthorne U3A K2
- To communicate with you about your group activities
- To monitor, develop and improve the provision of Spelthorne U3A K2 activity
- For delivery of the Third Age Trust publication – "Third Age Matters".

We'll send you messages by email, post, other digital methods and telephone to advise you of Spelthorne U3A K2 activities.

Who do we share your personal information with?

We may disclose information about you, including your personal information

- Internally - to Committee Members and Group Leaders – as required to facilitate your participation in our U3A activities;
- Externally –for products or services such as direct mailing of the Third Age Trust magazine – "Third Age Matters". The magazine is distributed by a third party processor and your name and postal address are shared with the distribution company via a secure online portal. If you do not wish to receive the magazine, please contact the Membership Secretary;
- If we have a statutory duty to disclose it for legal and/or regulatory reasons.

- Where appropriate, if you have signed a Gift Aid declaration, your name, first line of your address and postcode will be passed to HMRC on an annual basis to enable tax to be reclaimed on your membership fee.

Your personal details may be passed to the appropriate Group Leader(s) if you indicated an interest in a specific Group(s) on your Membership Application form. Group Leaders are provided with guidelines regarding maintaining security of their members' personal details.

Where we need to share your information outside of Spelthorne U3A K2 e.g. as may be required when booking a K2 holiday, we will seek your further consent and inform you as to who the information will be shared with and for what purpose.

How long do we keep your personal information?

We need to keep your information so that we can provide our services to you. In most instances, information about your membership will not be stored for longer than 12 months after your membership has expired. The exceptions to this are instances where there may be financial, legal or insurance circumstances that require information to be held for longer whilst the issues are investigated or resolved. Where this is the case, member/s will be informed as to how long the information will be held for and when it is deleted. In the case of Gift Aid, your information will be held for a period of 7 years. When your information is deleted, it will be disposed of in a secure manner.

How your information can be updated or corrected

To ensure the information we hold is accurate and up to date, members need to inform Spelthorne U3A K2 as to any changes to their personal information. You can do this by contacting the Spelthorne U3A K2 Membership Secretary on 01932 240508, e-mail su3ak2.membership.secretary@gmail.com or writing to 6 Range Way, SHEPPERTON, Middlesex, TW17 9NW. Should you wish to view, amend or rectify the information that Spelthorne U3A K2 holds on you, you can make this request by contacting the Membership Secretary – as detailed above. There may be certain circumstances where we are not able to comply with this request. This would include where the information may contain references to other individuals or for legal, investigative or security reasons. Otherwise, Spelthorne U3A K2 will usually respond within 1 month of the request being made.

How do we store your personal information?

Spelthorne U3A K2 has in place a range of security safeguards to protect your personal information against loss or theft, as well as unauthorised access, disclosure, copying, use or modification. Your membership information is held securely and accessed by only those Committee Members and Group Leaders who have a need to know.

Availability and changes to this policy

This policy is available on the Spelthorne U3A K2 website:- https://spelthornek2.u3asite.uk/links.

This policy may change from time to time. If we make any material changes, we will make members aware of this via the Spelthorne U3A K2 Newsletter, website and regular monthly meetings.

Contact

If you have any queries about this policy, need it in an alternative format, or have any complaints about our privacy practices, please contact Spelthorne U3A K2 via the website as detailed above or contact the Membership Secretary.

Adopted: 05/09/2025

Review date: 05/09/2027

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.

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SPELTHORNE U3A K2 (Registered Charity No. 1110936)
List of Interest Groups (Updated October 2026)

If you have access to the internet you can check the latest position on the Spelthorne U3A K2 website https://spelthornek2.u3asite.uk/groups

INTEREST	DAY AND TIME	LOCATION	SITUATION
Ambling	3rd Thursday & 4th Wednesday	Various	Vacancies
American Square Dancing	Wednesdays 2- pm	Church Hall, Edinburgh Drive	Vacancies
American Square Dancing (Beginners)	Wednesdays 1-2 pm	Church Hall, Edinburgh Drive	Vacancies
Art Appreciation 1	2nd Wednesday pm	Various	Vacancies
Art Appreciation 2	4th Thursday	Various	Waiting List
Badminton	Tuesdays & Thursdays pm	Eclipse Leisure Centre	Vacancies
Beaded Jewellery	1st Tuesday 10am	Staines	2 Vacancies
Book Club 1	1st Thursday May-Sept 7-9pm Oct-April 2-4 pm	Members' homes	Full
Book Club 2	3rd Monday 2-4 pm	Members' homes	Full
Book Club 3	4th Saturday 10.30 am-12.30 pm	Members' homes	Full
Bridge	1st & 3rd Wednesdays 1.30-3.30 pm	Fordbridge Day Centre, Ashford	Vacancies
Bus Pass Travel (1)	Normally Friday & Saturday	Various	Full
Bus Pass Travel (2)	Various	Various	Vacancies
Canasta 1	2nd & 4th Friday pm	Members' homes	Waiting List
Canasta 2	2nd & 4th Monday 1.30 pm	Shepperton	Waiting List
Canasta 3	4th Tuesday 2 pm	Sunbury	Full
Card Making	2nd Thursday 10 am	Staines	2 Vacancies
Cards Unlimited	2nd Tuesday evenings	WR Sports & Social Club (Ashford Tennis Club)	Vacancies
Chess	1st & 3rd Fridays 4-5 pm	Staines Library	Vacancies
Classic Cars	Various	Car shows, rallies etc	Vacancies
Classical Concerts	Various	Various	2 Vacancies
Creative Crafting	2nd Monday 10.30 am-1.30 pm	Paxmead, Docket Eddy Lane, Shepperton	Vacancies
Creative Writing	1st Wednesday 10 am-12 noon	Members' homes	Vacancies
Cribbage	4th Tuesday 2 pm	Fordbridge Day Centre Ashford	Vacancies
Current Affairs	4th Tuesday 2-3.30 pm	Notcutts, Staines	Full
Exploring Faiths	1st Monday: Meetings at 2pm Visits am, pm or all day	Alternate Staines/Various	Full
Exploring London	Various	Various	Vacancies
Family/Social History	3rd Friday pm	Members' homes	Vacancies
Family History 1 & 2	3rd Monday 1-3 pm	Ashford	Full
Food & Travel, Book Club	4th Monday 2-4 pm	Ashford Methodist Church	Vacancies
French for Beginners	2n & 4th Fridays4-5pm	Staines	Full
French Conversation 2	Alternate Thursdays 10 am -12	Members' homes	Full
French Conversation 3	Alternate Thursdays 10 am -12	Members' homes	1 Vacancy
French Conversation 4	Alternate Thursdays 10 am-12	Staines	Full
French Film Club	4th Thursday alternative months 2pm. Check web-site for details	Laleham Youth/Church Hall	Open to all
Gardening	2nd Monday 2 pm	Various	Vacancies
Golf	Tuesday and Thursday am	Various	Open to all
History	2nd Monday 2-4pm	Staines Library	Vacancies
Italian Improvers Level 2	Alternate Mondays 11am-12 noon	Zoom	1 Vacancy
Jazz	Last Friday of month pm	Ashford	Full
Jazz 2	1st Thursday 2-4 pm	Wheatsheaf & Pigeon, Staines	Vacancies
Jigsaw Exchange	Last Saturday in month 3 pm	Notcutts, Staines	Vacancies
Knit n' Natter	1st & 3rd Thursdays 2.30-4.30 pm	Notcutts, Staines	Open to All

INTEREST	DAY AND TIME	LOCATION	SITUATION
Lawn Bowls	Wednesdays 10 am end April to Sept	Fordbridge Bowling Club	Vacancies
Literature 2	Last Wednesday pm	Members' homes	Full
Local History	2nd Tuesday 2.30 pm	Staines Methodist Church	Open to all
Mah Jong	1st, 3rd, Tuesday 2 pm, other weeks ad hoc basis	Various	Full
Mindfulness	Fridays 10am-12 noon	Shepperton	Full
MOTO 1 (Members on their own)	Saturday 10 am	Notcutts, Staines	Waiting List
MOTO 2	1st & 3rd Saturday 2.30 pm	Notcutts Staines	Full
MOTO 3	2nd Saturday at 11am	Staines library	Full
MOTO 4	TBD	TBD	Full
Muncheon Club	3rd Friday at 12.30 pm except August and December.	Various	Full
Music Appreciation	(1) 1st Wednesday pm (2) 4th Tuesday pm (3) 4th Thursday pm	Various	Full Full Full
Needlecraft 1	1st Thursday 10 am-1 pm 3rd Monday 2-5 pm	Members' homes	Full
Needlecraft 2	3rd Friday 2-4.30 pm	Charlton Village	Full
Outings	Various	Various	Vacancies
Painting	2nd Friday 2-4 pm	St Mary's Church Hall, Staines	Vacancies
Philosophy & Psychology	2nd & 4th Friday 2-4 pm	Shepperton	Full
Photography	3rd Monday 2 pm	Laleham Village Hall & occasional outings	Vacancies
Pickleball 1	Mondays 2.30 pm	Eclipse Leisure Centre	Vacancies
Pickleball 2	Mondays 1.30-2.30 pm	Eclipse Leisure Centre	Full
Play Reading 2	1st Friday pm	Members' homes	Full
Play Reading 3	3rd Thursday pm	Members' homes	Full
Poetry Writing	Last Friday 10 -12.30 pm	Thameside, Staines	Full
Qigong (Tai Chi Exercises)	Wednesday 10-11 am	Zoom	Vacancies
Quizzing at Home	1st Monday 1.30-4. 30 pm	Ashford	Full
Recorders	1st and 3rd Tuesday 2-3.30 pm	Staines Methodist Church	Full
Rummikub 1	3rd Tuesday 7-10pm	Staines	Full
Rummikub 2	3rd Monday 7 pm	Staines	Full
Rummikub 3	4th Tuesday 9.45 -11.45 am	Fordbridge Day Centre	Full
Rummikub 4	3rd Monday 2pm	WR Sports & Social Club	Waiting List
Safer Motoring	Various	Various	Vacancies
Science &Technology	3rd Thursday 2 pm	Staines Methodist Church	Vacancies
Scrabble 1	1st Monday 2 pm	Various	Full
Scrabble 3	1st, 3rd & 5th Tuesdays 2pm	Shepperton	2 Vacancies
Singing for Pleasure	1st & 3rd Wednesday 2-3.30 pm	Staines Methodist Church	Vacancies
Sketching	4th Tuesday 2-4 pm Outside during Summer	Wheatsheaf & Pigeon, Staines	Vacancies
Social History	3rd Tuesday 10.30 am-12 noon	Members' homes	Full
Spanish	Monday 2.30 pm	Members' homes	Full
Stretch and Dance	Tuesdays 10 am term time only	Staines Methodist Church	Vacancies
Strollers	Thursdays twice monthly	Various	Full
Tasty Tribe	2nd Wednesday 12.30 pm mainly	Various	Full
The 60's	4th Friday 10.30-11.30 am	Members' homes	Waiting List
Ukulele 1	2nd & 4th Mondays 10.30	Members' homes	Full
Ukulele 2	Alternate Tuesdays 2pm	Members' homes	Vacancies
Ukulele 3	Alternate Thursdays10.30-12	Members' homes	Vacancies
Walking	1st 3rd 4th Wednesdays	Various	Vacancies
Whist 2	2nd Thursday 9.45-11.45am	Fordbridge Day Centre, Ashford	Full
Write Your Life	3rd Thursday 10.15 am-12 noon	Members' homes	Vacancies