



Whitley Bay u3a Policy on Approaches by External Individuals/Organisations/Businesses

1. Whitley Bay u3a receives an increasing number of approaches to give talks/sessions, set up groups, include items in the newsletter or otherwise communicate with our membership.
2. Whitley Bay u3a is a Member-run and Member-focussed charity. Our purpose, the advancement of education, is set out in our Constitution. This is available on our website, whitley-bay.u3asite.uk
3. We welcome approaches from other organisations that support our core purpose. However, we cannot create an impression of endorsement, partnership or sponsorship with any external organisation unless explicitly entered into.
4. We must also be mindful of our position within a national network committed to non-religious and non-political principles. We must be aware of insurance requirements and any reputational risk and of any additional calls on the time of our volunteer members.
5. Approaches should be made via our online enquiry form, reply@whitley-bay.u3asite.uk. We will aim to respond to approaches made via our website within 10 working days.
6. Requests to give talks to or attend our monthly meeting (e.g. providing a stand) will be referred to our Programme Secretary and the advisory programme group. Our programme is designed to cover a range of topics of broad educational interest. It is generally put together a year in advance. We do not include
 - a. talks by commercial organisations
 - b. talks by individuals with a commercial purpose
 - c. talks that require or encourage members to provide personal information or data
 - d. talks that require or encourage any follow up contact with members

7. We may include details of external organisations, events, studies etc in our monthly newsletter if they are deemed of general educational interest or other benefit (e.g. for age-related medical studies) to our members. Such requests will be referred to the Chair and/or Business Secretary for decision.
8. Approaches requesting workshops, one-off meetings, circulation of information or contact details for members or other forums outside our newsletter and established meetings and groups will be turned down.
9. Programme and editorial decisions can be referred by any committee member to our Management Committee for review. The committee's decision is final.
10. The Policy will be reviewed annually by the management Committee.

DAVID SLATER, CHAIR

APPROACHES FROM EXTERNAL INDIVIDUALS/ORGANIZATIONS

15/5/25	Emily Cutter	Homeshare	DS		
21/5/25	Jonathan Taylor	Oxford University Research Project	DS		
27/5/25	Katherine Jacques	Newcastle Biomedical Research	AH		
6/6/25	Helen McGuigan	Digital Skills Training	DS		
13/6/25	Libby Masson	Talking Therapies	DS		
20/6/25	Mark Thomas	Chair Pilates	DS/PC		
25/6/25	Ruby Lomas Estate Planning DS				

Adopted September 2025

Review date: September 2026