

**CALDICOT AND DISTRICT**

**Website: [u3asites.org.uk/caldicot](http://u3asites.org.uk/caldicot)**

**Charity Number: 1071447**

**Minutes of U3A CALDICOT COMMITTEE MEETING**

**15th February 2024 at 10:00 am Rugby Club Caldicot**

**1. Present** Linda Stewart, Joy Ganesh, Cindy McOwen, Lyn Howells, Betty Waite, Jan Potter

**Apologies for Absence** John Calvin Thomas, Maurice Turner, Rob Harry, Glenice Dallow

**Declaration of Interest** None

**2.** Minutes of last Meeting accepted as true and accurate.

**3 Matters Arising-items as agenda**

**4. Treasurers Report.**

There has been very little activity re finance because we have ceased taking subscriptions for 23/24.

Similarly, expenditure has also slowed because we await quarterly bills for hall hire from the Methodist Church that contains both group and committee usage, and costs for printing AGM paperwork as well as the Newsletter. The Treasurer will contact those organisations and request that they bill us as soon as possible as this will allow accounts to be completed in readiness for the audit for the end of the financial year and also in readiness for AGM.

The latest Bank Statement for the end of January is as follows:

Business Current Account has £3179.55

Business Savings Account has £ 3094.20

We need to take into account that the Current Account is embellished by funds that we hold in safekeeping for some of the interest groups. This being so there will not be a huge amount left at the end of this financial year.

At the AGM a report and statistics will identify the principal areas of income and expenditure and the Treasurer will answer any queries from members. Members can ask at the AGM or email questions before hand. One different aspect of the Report will be the publishing the end of year balances for each Interest Group. This is necessary for 2 reasons: Interest groups and their members need to understand that they are a part of a holistic U3A and that their funds, assets and equipment are essentially a part of the Caldicot and District U3A funds and assets. In any future initiatives related to the Beacon Administration System those figures will need to be factored in. At the recent Convenors and Treasurers meeting

the Treasurer requested that groups forward their end of year account balances by March 1st to the Treasurer

### **5. Beacon Update**

Rob Harry- I am aware that the Finance working group has taken the principal lead on Beacon and some were unable to attend the recent meeting. It was very useful because in using 2 laptops we were able to look at similarities and differences presented to us from our current Membership and Accounts systems and the Administrative systems available through Beacon. Clearly Beacon presents a holistic system into which we fit whilst we have had individual systems dependent upon the Membership secretary/ Treasurer in place at the time. The meeting was also very useful because a previous concern regarding how we would staff Beacon have been alleviated by committee members volunteering to take up responsibility. John Calvin Thomas will take the role of Administrator for Beacon with Maurice Turner assisting and also helping Joy Ganesh and Lyn Howells with the Membership system. Both John and Maurice are currently on holiday so the next meeting on Beacon will be held in March. After that meeting I envisage contact with Beacon Support staff to seek guidance on how we move forward to implement Beacon.

Similarly, we will need to meet with Convenors and Treasurers and present a visual display of the Beacon System and listen to any concerns.

### **6. Group News**

In the absence of Glenice Committee members spoke of the groups they have recently attended and all seem to be working well with no concerns. It has been brought to the Chairpersons attention that some venues are not heated appropriately and she will follow up on this by asking if these venues have problems with their heating systems.

### **7 Membership**

Currently we are 379 members. There have been 2 more enquiries this past week and Linda has just given me membership monies for another 3. We end the year on 384. Membership fee for next year will remain at £10 and we will probably move to the Beacon System for membership asap. Beacon is an on-line management system designed by u3as, for u3as. It provides a simple interface for managing members, groups and finances. Beacon is available to all u3as in the UK that wish to take advantage of it. Beacon currently provides nearly 600 individual u3as with a secure, efficient and effective means of managing their day-to-day business functions. The membership secretary feels this will be especially good for the convenors of the various groups although like herself it will take a little while to fully understand.

### **8 Facebook/Website/ Newsletter**

Facebook continues to thrive. Website needs more photos and dates but is updated appropriately. This month an email went out asking for articles for the newsletter, which is now ready to go out.

An extra has also gone out this month.

**9. Coffee Morning** continues to be successful. January 50 people attended with sales of 40 coffee/ tea. This remains self-sufficient re costs.

### **10. AGM.**

This will be held on Thursday 21<sup>st</sup> March beginning 10am at the Methodist Church. Business will begin from 10am with the Chairs report and the Treasurers report. Ballot forms to be counted. The Magician ( from Christmas Event ) will perform from 11am. He has different material with a lot of audience participation.

### **11. Christmas Party ( pros/ cons )**

Committee felt that the venue, the organisation, the ticket sales, the catering and the entertainment were all good . However, it was disappointing to see some members walk out of the hall whilst the choir were performing. It was at best unappreciative and at worse could be seen as rude. It does not show Caldicot U3A and its members at its best. We need to take forward the positive and the negative points. If a similar event was held in the future, members who need to leave early would be asked to sit where they can easily exit quietly. The committee wondered if having the event earlier in the day would also be easier. The committee feels the expectations of some members see the organisers of events as there to entertain them and that they actually get paid to do so.

### **12.AOB**

Caldicot town is this year celebrating its 50-year celebration of getting a town status. After discussion a suggestion was made that we should celebrate as a U3A. This would be incorporated into the Open Day and possibly look at the fashion in early 1970. This will need some future discussion.

**Next Meeting April 18<sup>th</sup> Rugby Club 10am**