

## MINUTES OF CHEPSTOW U3A COMMITTEE MEETING HELD BY ZOOM TUESDAY 3<sup>RD</sup> AUGUST 2021

**Present:** Nicky, Shelagh, Pat, Ruth, Sandra, Anne, Alison, Pam, Hugh.

**Apologies:** Irene, Marion

**Minutes of previous meeting:** Accepted.

**Matters arising:** Wilf has now stepped down from the committee. The committee expressed their thanks to Wilf for his hard work over the last 2½ years.

### **Hybrid Meetings – Hugh**

The July meetings worked well except for the quality of sound from the hall to remote participants. Further tests may be necessary before the September meeting when the speaker will be at the Drill Hall.

### **Covid - Hugh**

Meetings in private houses are now allowed with up to 6 attendees. Numbers limits in other indoor locations and outdoors have been relaxed. From 7<sup>th</sup> August, all legal numbers limits are due to be removed although risk assessments will remain a legal requirement. Legal requirements for face coverings indoors remain but are expected to be relaxed over time.

As Chepstow is a Welsh u3a, we are bound by Welsh regulations, even though activities may take place in England.

### **Convener Liaison – Anne**

With meetings of up to 6 now allowed in private houses, the Spanish Beginners risk assessment can be used as a model for other groups wanting to meet in members' homes.

Contact with groups is ongoing although some groups are waiting for the 7<sup>th</sup> August announcement before deciding what to do.

Liz Eastham has stepped down as Scrabble group convener and her name should be removed from the website. The group funds should be collected from Liz. **Action:** Shelagh

Convener meetings will be set up to support conveners and communicate important information.

### **Programme – Marion**

Fool's Gold will be on tour and in the area in May 2022. It was agreed to pursue a booking for an evening show with supper.

Wye Five, a rock ukulele band have offered to play for free at the Christmas Party. It was agreed to book them. **Action:** Nicky.

### **Social Events - Pam**

A coffee morning has been booked at the Palmer Centre for 14<sup>th</sup> August. However, the Palmer Centre are unable to accept future regular Saturday bookings, so suggestions are required for an alternative venue or day. **Action:** Shelagh.

A Summer Picnic will be on Tuesday 10<sup>th</sup> August. The booking for the bandstand and electrical supply has been confirmed. The Wyenotes, Recorders and Ukulele Groups have each agreed to play for 40 minutes. The Wyenotes require access 40minutes before the event to set up. Names of attendees will be collected for Track and Trace.

It was agreed to book the Board School for Wine Tasting on 13<sup>th</sup> November with an expected £18-20 ticket price including a ploughman's supper. **Action:** Pam.

The Chepstow Bowls Club have invited u3a to a club open day on 1<sup>st</sup> May 2022. It was agreed we should accept the invitation. **Action:** Nicky.

#### **Marketing – Nicky**

With increased cost for the hire of the Palmer Centre, the need to hire a van and the reduced grant available from TAT, the budget estimate for the Open Day has risen to £580. This was agreed.

There will be a presence at the Sunday Market the week before the open day when A5 flyers will be available to hand out, but volunteers will be needed. Posters flyers and banners will be available for the event.

The Directory will need to be updated with information on what groups are doing during Aug/Sept and printed in time for the Open Day

#### **Treasurer – Pat and Ruth**

The budget comparison was presented and accepted. The Gift Aid forecast has been updated and an anomaly regarding cash held by some groups resolved.

A number of members need to be approached to confirm their Gift Aid declaration. **Action:** Nicky.

#### **Membership – Irene & Sandra**

During July, 11 new members joined, no members resigned and 6 late renewals were processed. As at 31<sup>st</sup> July, membership on Beacon was 856. This compares with 893 in 2020.

Whilst new memberships may fall during the summer, they have been averaging 10 per month and can be expected to rise with the Open Day.

#### **Secretary - Hugh**

The annual CLA Licence has been purchased. An email has been sent out by TAT regarding scams targeting treasurers. The Methodist Church Hall licence has been renewed.

It was agreed that the Secretary should approach venues used by u3a groups to confirm that we will underwrite bookings made by conveners and that invoices should be sent to the Treasurer. **Action:** Hugh.

#### **Network**

Sue Shannon-Jones is due to become the new Wales Trustee and has arranged 'meet the trustee' zoom sessions. The Network will review progress over the last 6 months and is looking to restart workshops and face-to-face meetings as the situation allows.

#### **Chepstow Festival of Arts – Nicky**

The festival was judged a great success and thanks were expressed to the groups that exhibited and performed at the event, as well as the many members who volunteered as marshals.

#### **Chairman - Shelagh & Nicky**

The Eric Lucas bequest is to be spent on a commemorative tree and resources, including for the hybrid Zoom meetings. Details are to be finalised with MCC for the tree planting **Action:** Shelagh, then the family is to be contacted to set a date for the dedication. **Action:** Irene

With Wilf stepping down there is the opportunity for another committee member and up to 2 more co-opted members. Opportunities exist for people to welcome and nurture new members, join the social events and magazine teams or undertake technical roles.

**Next meeting:** Tuesday 7<sup>th</sup> September at 11:30 am at the Drill Hall