

**MINUTES OF CHEPSTOW U3A COMMITTEE MEETING HELD BY ZOOM  
TUESDAY 7<sup>TH</sup> DECEMBER 2021**

**Present:** Nicky, Pat, Ruth, Marion, Irene, Sandra, Jenny, Ann, Alison, Pam, Laraine, Hugh.

**Apologies:** Anne, Shelagh

**Minutes of previous meeting:** Accepted.

**Matters arising:** None.

**New Committee**

Irene and Marion will be leaving the committee in 2022, having served the maximum term. Whilst Laraine will take over from Irene, a replacement is needed for Marion. Jenny identified a possible candidate and will speak to them. **Action:** Jenny

**Hybrid Meetings**

The equipment has been bought to allow hybrid Zoom meetings using our own kit. Whilst it has been tested at home, it has yet to be tested at the Drill Hall, and this is likely to take place in January. A visit to Gilwern to see their equipment highlighted the value of good loudspeakers.

**Convener Liaison – Anne & Pam**

Ukulele for beginners are restarting.

The Drama group are writing an article for the magazine.

The Guitar group are seeking new members.

Following an email to conveners, there has been little feedback on oversubscribed groups, but convener liaison are monitoring group numbers and waiting lists.

There is interest in a new Welsh for Beginners group and a convener is being sought.

There is also interest in a Beginners' Italian group and members will be sounded out in the new year.

The skittles groups are currently inactive.

Badminton has a new convener from January.

The convener of Badminton for Beginners has stepped down and a new convener is being sought.

Folk Dance will start in January in two rooms at St Arvans Memorial Hall with 3 conveners due to the level of interest.

The Methodist Church hall is raising the cost of the large hall from £12 to £15 per hour.

The secretary has emailed conveners, emphasising the importance of ventilation for Covid risk reduction.

**Programme – Marion**

Bookings for January have been confirmed and bookings are being pursued for February, March (third Tuesday) and April (first Tuesday). Further bookings are being researched to give the new programme officer a head start when they take up office in March.

**Website - Alison**

Registering with PayPal as a charity is requiring a lot of information. Nicky and Shelagh will need to supply information. **Action:** Nicky & Shelagh. Alison is progressing.

### **Social Events - Pam**

Annual Quiz – an email is to be sent to conveners encouraging them to enter teams and confirmation will be sought from Real Ale that they are preparing questions. **Action:** Hugh – completed.

Ceilidh – band is booked. Drill Hall is booked. Cooked super is planned. Bar will be run before the dancing and during the meal. Derek has agreed to stand as the Drill Hall representative for licensing purposes. Ticket cost to be determined. **Action:** Nicky & Jenny.

### **Treasurer – Pat & Ruth**

Spend is on target for this year and the budgets will be updated in January using the actual 2021 expenditure. Budgets for 2022 and 2023 are based on a forecast increase in membership of 5% per year. Despite the increase in subscriptions, a deficit is forecast for next year, due to the planned spend on a new website.

Subsequent to the meeting, options for credit card readers were circulated to the committee for comment.

### **Membership – Irene, Sandra & Jenny**

An email will be sent to all members confirming the subscription increase. **Action:** Nicky/Shelagh. The membership forms will be updated to reflect the increased subscription. **Action:** Hugh - completed.

During November, 13 new members joined and no members resigned. As at 30<sup>th</sup> November, membership on Beacon was 954. This compares with 916 in 2020 and 949 in 2019.

### **Secretary - Hugh**

Risk Register – the revised risk register was approved and will be posted on the website. **Action:** Hugh - completed.

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

The next Chepstow Festival of Arts will be on 16<sup>th</sup> July 2022. Whilst the u3a groups did not fill the Palmer Centre with their art exhibits, it was agreed to book the Palmer Centre for 2022 (**Action:** Hugh - completed) and invite other amateur artists who are exhibiting only to share the hall.

Eric Lucas – Proposals have been developed to plant two trees to fill a gap in the avenue by St Mary's church. It was agreed to commission CTC to plant the Whitebeam trees at a date to suit them, and arrange an event to unveil the plaques at a date to suit his family. The cost is £90 per tree and there will be no charge for planting. **Action:** Shelagh. (Post-meeting note: MCC have decided to plant the trees temporarily in the cemetery and re-plant in the final position on the day of the ceremony.)

**Next meeting:** Tuesday 4<sup>th</sup> January 2022 at 11:30 am at the Drill Hall