



MINUTES OF CHEPSTOW U3A COMMITTEE MEETING HELD AT CHEPSTOW DRILL HALL TUESDAY 7TH JANUARY 2020

Present: Derek, Nicky, Wilf, Nancy, Shelagh, David, Marion, Sue, Hugh, Pat Allard, Vivien Marles.

Apologies: Chris, Irene

Introductions: Pat Allard was introduced as prospective treasurer. It was agreed that Pat should be co-opted onto the committee. Vivien Marles was introduced as a potential committee member.

Minutes of last meeting: Accepted.

Matters arising: None

PROJECTS & ISSUES:

Social

Vacancy for Social Coordinator – No progress.

Detailed arrangements were discussed for the Quiz on 31st January. Hugh will arrange for access at 13:00 to set up. **Action:** Hugh - completed.

The Chepstow Race Course visit, including a tour of the facilities, is fixed for Thursday 19th March at £18 pp. The ceilidh is booked for 14th March at the Palmer Centre at £15 pp and will include a ploughman's supper and a cash bar. Hugh will arrange for an alcohol licence. **Action:** Hugh - completed.

A whist drive has been suggested by a couple of members. David agreed to organise one in Sept/Nov. **Action:** David

Beacon

Development of Beacon 2 is progressing.

Facebook

It is felt that more training would be desirable to increase usage. **Action:** Shelagh.

Constitution Review

Shelagh has contacted TAT and is awaiting a response. If TAT are unable to resolve, Shelagh will contact the Charity Commission. **Action:** Shelagh.

Chepstow Volunteers

No feedback has been received from schools, perhaps due to Christmas. Shelagh will meet Ryan mid-February. **Action:** Shelagh.

New Committee Members

Derek has agreed to stand for a further year as chairman. Pat Allard has agreed to stand for treasurer. Marion will replace Nancy for the programme and Sue will support membership. Wilf will continue with convener liaison until mid-year. It was agreed that the treasurer, programme and convener liaison roles could be undertaken by more than one person.

Improving Sociability of Monthly Meetings

The revised hall layout has been implemented for the January meeting and greeters arranged. Derek will remind members to use the name badges on the tables.

The timing of tea/coffee will remain unchanged for the present as other organisations have tried this and encountered difficulties.

It was agreed that a formal 'buddy' system would be too difficult to implement but the greeters will try to introduce new members to suitable established members.

Volunteering

With the increasing membership, it was felt important to promote the ethos of volunteering within the U3A and share the organisational workload among more members. Shelagh has arranged a meeting for new members that have joined in the last 6 months on Thursday 20th February from 14:30 to 15:30 at the Palmer Centre. The opportunity will be taken to promote volunteering.

It was felt that the new members booklet could be replaced by a page in the annual directory and a half page advert for new members in the February magazine. **Action:** Shelagh.

Conveners should be encouraged to get group members to volunteer for activities within groups. **Action:** Wilf.

REPORTS:

Chairman – Derek

Strategic Plan: Brian Mahony has reviewed the plan and proposed some minor wording changes which Derek will implement. It was also agreed to add a new bullet point "provide a welcoming environment to new and existing members" to item 2 and amend the bullet point in item 3 to read "Develop short courses and learning events based on members' needs". **Action:** Derek.

Trustee Annual Report: this was agreed subject to correcting the date at the top of the form. Derek will print the report for Hugh and himself to sign and pass it to David to submit to the CC with the accounts. **Action:** Derek.

Chepstow Festival of Arts: this will take place across multiple venues in Chepstow on Saturday 18th July. It was agreed that it would be better for the U3A to participate actively in this event rather than try to organise a separate event on 3rd June, which is National U3A Day.

Events Calendar: the date for the October Open Day needs to be confirmed – probably Sat 3rd October.

Chepstow Show: U3A members should be encouraged to enter competitions.

Photo Competition: Derek and Terry Summers will finalise entries by 31st January. **Action:** Derek.

Risk Register: Hugh has agreed to take responsibility for this and will bring forward any issues at the next meeting. **Action:** Hugh

Committee Roles: David and Nancy were asked to check and amend as necessary their role descriptions on the website. **Action:** David & Nancy

Rights of Way consultation: Brian Mahony has sent a response to the Countryside Commission.

Welsh Table Tennis competitions: the respective conveners have been made aware.

Secretary - Hugh

Correspondence: Tom Kirton, Mayor of Chepstow, had sent a Christmas e-card to the U3A.

Committee members were reminded that nomination forms for 2020-21 should be returned to the secretary by 11th February. **Action:** Committee members.

Treasurer – David

Three of the 50 2020 U3A diaries are still available.

The Main Account shows a healthy surplus of £57 compared with a budgeted loss of £1,450. This supports the recommendation to defer the planned membership subscription increase. The groups' accounts will be reconciled in January.

The budget for 2020 was agreed subject to the following changes: subscriptions £9,800; Third Age Matters £1,550; speakers' expenses £700; Open Day costs £665; and a revised budget for the magazine, to be provided by Nicky. **Action:** Nicky.

Programme – Nancy

130 members attended the Christmas party. This was 40 fewer than in 2018, possibly due to the number of conflicting events.

Membership – Irene, Marion & Shelagh

As at 31st December, membership on Beacon was 948, 80 higher than at the same time in 2018. During December, one new member joined and two sadly died.

It was noted that few members have their mobile phone numbers in Beacon and this can be inconvenient e.g. if members are late for away days. Derek will ask Ian for a list of members who have not provided their mobile numbers and email them to ask for the numbers. **Action:** Derek.

Convener Liaison – Wilf

New Tai Chi and Meditation groups have been established.

It was agreed to fund a flip chart for Beginners' Spanish at a cost of ~£30. **Action:** Wilf.

Further discussion was curtailed due to lack of time. Wilf will email committee members regarding any urgent issues. **Action:** Wilf.

Marketing – Nicky

No discussion

Network – Derek

There was no Chepstow representation at the network meeting last week.

Next meeting: Tuesday 4th February 2020 at 11.30 am