

**MINUTES OF CHEPSTOW U3A COMMITTEE MEETING HELD BY ZOOM
TUESDAY 7TH SEPTEMBER 2021**

Present: Nicky, Shelagh, Pat, Pam, Marion, Sandra, Irene, Anne, Alison, Hugh.

Apologies: Ruth

Introductions: Jenny Channing, Ann Tyson

Minutes of previous meeting: Accepted

Matters arising: None

Covid - Hugh

COVID risk assessments remain a legal requirement. Reasonable measures to manage the risk of coronavirus are for each organisation to determine based on the outcome of their risk assessment, including in relation to physical distancing.

Face coverings remain a legal requirement in all indoors public places, apart from in 'premises where food or drink is sold, or otherwise provided, for consumption on the premises'.

Convener Liaison – Anne

There has been a large number of new risk assessments for groups to meet in person. Family History are awaiting a risk assessment. **Action:** Hugh – completed. There is a new convener for the Scrabble group that plans to meet in October. Skittles remains on hold.

A small number of groups run on a cash basis without putting monies through the activities account. Discussion is required on whether this should continue. **Action:** Shelagh/Nicky/Pat.

Chepstow u3a has a projector which is available for groups to use. A decision is required on where it will be kept. **Action:** Shelagh.

Programme – Marion

Tuesday live speakers have now been booked to the end of the year. The sessions will continue in the New Year.

Further information is required on availability dates and cost of a Fool's Gold evening. **Action:** Marion.

Wye Five, have been booked to play at the 2021 Christmas Party. Chepstow Male Voice Choir will be considered for the Christmas 2022 party.

Social Events - Pam

Coffee mornings have moved to the Chepstow Club on the first Saturday of each month from 11:00 to 12:30. The first session went well.

The Summer Picnic was a great success with 96 glasses of fizz provided. A 'happy to chat' area should be designated at future events.

The Board School has been booked for Wine Tasting on 13th November. The venue is particularly elegant and there is significant interest from members. Up to 10 tables of 8 can be accommodated.

The Chepstow Bowls Club will provide two 2-hour sessions for u3a members at a club open day on 1st May 2022.

Marketing – Nicky

Performance slots have been allocated for groups at the 3rd October Open Day and a volunteer is needed to marshal the groups.

Confirmation is required whether Tom Kirton can attend. **Action:** Hugh.

The Directory will need to be updated with information on what groups are doing during Aug/Sept (**Action:** Anne/Pam) and a new Foreword is required (**Action:** Shelagh).

Chepstow u3a will have a presence at the Mencap Christmas Market on 27th November.

Treasurer – Pat and Ruth

The budget comparison was presented. It was agreed to revise the membership subscriptions forecast to £9,200. The Gift Aid received was greater than expected and costs remain generally below plan so it is likely that the accounts will roughly balance at the end of the year.

Increasing group activity has been reflected in the greater number of transactions on the activities account. A breakdown of Solopress poster costs is required. **Action:** Hugh – completed.

Membership – Irene & Sandra

During August, 15 new members joined, no members resigned and one late renewal was processed. As at 31st August, membership on Beacon was 870. This compares with 900 in 2020.

Secretary - Hugh

Zoom usage is reducing with the increase in face-to-face meetings and the need for two subscriptions will be reviewed next month. **Action:** Hugh.

Network

There was no August Network meeting.

Chairman - Shelagh & Nicky

Contact has been made with MCC for the Eric Lucas bequest tree planting. Some of the monies have been spent on equipment for hybrid Zoom meetings. The family is to be contacted to update them. **Action:** Irene.

Jenny was introduced. She has a wealth of experience in the charity sector and has taken action to nurture new members. Coffee mornings have been arranged at Toast for new members and they have been encouraged to attend the Open Day. It was agreed that Jenny should be appointed to fill the vacancy on the committee.

Opportunities remain for people to join the social events and magazine teams or undertake technical roles. It was agreed that 20 Tee shirts should be procured at a cost of ~£200 to be used to denote members undertaking representational roles at events. A design needs to be finalised. **Action:** Nicky/Hugh completed.

Shelagh attended the TAT AGM. Voting for Board roles was completed before the AGM, but this was not made clear to delegates, so Chepstow votes were not cast. However, our preferred candidates were elected. Access to the on-line meeting was plagued with problems resulting in some of the meeting being missed. Feedback has been given to TAT.

London u3as have requested a demonstration of our use of Facebook. **Action:** Nicky/Ann.

Next meeting: Tuesday 5th October at 11:30 am at the Drill Hall