# Minutes of Monmouth u3a Committee meeting: 18th Nov 2025

Committee Member's Home : 11.00am – 13.00 pm

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| 1 | **Present** (Alphabetical order) | Frank Birch, Jo Handley, Phil Hewitt, Neil Hines, Aidan Hodgson, Monica Lofgren, Averil Macdonald (chair), David Milledge, Linda Wright |
| 2 | **Apologies** | Phil Chadwick, Jan McLagan |
| 3 | **Minutes of previous meeting** - these were approved subject to an action being added against agenda item 6.5 for the Treasurer to follow up. | |
| 4 | **Action Grid – outstanding actions update**<br>**10.8.1 :** Noted that there are still 4 new members unaccounted for, but that following the changes that had been made to improve the "Sign-On" form, there had been no subsequent problems. Action **ONGOING.**<br>**10.9.1:** Confirmed that adequate insurance for Spanish classes is in place. Action **DONE**.<br>**10.9.2:** German cash float now transferred to bank. Action **ONGOING.**<br>**10.9.4:** Promotion of Classic Cars in information emails – content regarding classic cars is required. Action **ONGOING.**<br>**10.9.6:** Unable to find web-based application form. Chair had a paper version but this item is now low-priority given flood situation**.** Action **ON HOLD.**<br>**10.9.7**: Strength Training **-** action **DONE.** but see also under agenda item 9.<br>**10.10.1:** Noted that fire exits need to be identified at start of events at any public venue being used. Action **ONGOING.**<br>**10.11.1:** Dishwasher Training no longer relevant due to flood at Bridges. Action **REMOVED.**<br>**10.13.1:** Xmas Party Entertainment (quiz) **-** on hold until an alternative venue for Xmas Party confirmed.<br>**9.9.1:** Action **DONE** but follow up action required:<br>**Action 11.4.1** : contact Ty Price to confirm that we have no outstanding invoices for Critical Thinking with them.<br>No change in the status of any of the outstanding July actions. | |
| 5 | **Secretary vacancy**<br>Committee members present unanimously voted to co-opt Frank Birch onto committee to fill the vacant role of secretary. | |
| 6 | **Constitution – update**<br>Secretary attended zoom meeting for Welsh u3a's to discuss constitution issues. The following were noted:<br>- Revised TAT model constitution is in preparation and release is considered imminent. No information on changes or likely release date. | |

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| | - Suggested we should investigate use of proxy voting as a means of reducing numbers needed to attend AGM to achieve quorum.<br>- It seems clear that both co-opted and elected service contribute to the three year limit on contiguous periods of service<br>- Suggested that there is a case for requesting an additional clause in constitution that allows an initial short period of co-opted service prior to an AGM to be discounted from this 3-year calculation.<br><br>**Action 11.6.1:** Contact Chepstow u3a to determine how they use proxy voting to reduce numbers attending AGM |
| 7 | **Monthly report – Finance** |
| 7.1 | **Groups N-Z : report**<br>All groups have agreed their finance statements for Sept-Oct with exception of Table-Tennis which is outstanding as convenor is abroad. |
| 7.2 | **Income/Expenditure projection for 2025-26 finance year**<br>A projection has been produced to assist with planning. This is based on new members joining at a rate of 20/month. The projection shows a surplus of approx. £5500 available for events, equipment, etc…<br>Considering long term savings and known expenses re: laptop and possible new projector, it was:<br>**Agreed:** We should retain a buffer of £2000 (subject to review)<br>Noted: in discussion concerning possible expenditure that if we get our screen (located at Bridges) back reasonably soon we may be able to save it.<br>**Action 11.7.1:** attempt to recover screen from Bridges and clean. |
| 7.3 | **Other finance**<br>**Action 11.7.2**: replace previous treasurer's signature on CCLA savings accounts with that of current treasurer<br>Noted: audit/review of accounts delayed until 2026 due to flood<br>Noted: continual issue with non arrival of invoices from both Monmouthshire council and Bridges. |
| 8 | **Monthly report – Membership**<br>Currently 944 members, with 53 new in last month.<br>Noted that 132 members have resigned over last 12 months.<br>Next New Members Meeting is scheduled for Dec 5th and convenor intends to use personal laptop for this and subsequent meetings. |
| 9 | **Monthly report – Groups**<br>**Current affairs:** invitation for new potential group has gone out (maximum 8 members meeting in Convenor's home). Initial meeting arranged for January 2026.<br>**Strength Training 2**: no longer sufficient numbers to support this (down to 6). Some have left Strength Training 1 so will attempt to move remains of group 2 into group 1.<br>**German**: very popular but now requires a projector as projector they have been borrowing is no longer available. Likely cost of suitable projector is £350-£450. The offer has been made of a projector donation. Monmouth u3a could also benefit from having a projector generally available.<br>**Action 11.9.1:** Establish best approach for acquiring projector for German Group use.<br>**Pub walks:** new group looks good to go. |

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| | **British Sign Language:** possible new group – there have been 5 expressions of interest but currently no convenor.<br>**CPR:** Three sessions have been organized. One in each of Jan/Feb/Mar 2026.<br>**Spanish**: multiple small new sub-groups are being formed as further members come forward who are absolute beginners. This is being managed by tutor.<br>Noted that the three Pilates groups and Move to Music are all actively looking for alternative venues due to flood. |
| 10 | **Flood update**<br>**(**replaces **Newsletter Discussion** item previously scheduled but postponed**)**<br>Assessors have stated it will take weeks (or even months) before Bridges can be fully operational again.<br>Bridges trustees and staff currently in meeting to establish way forward.<br>Possible that Bridges will offer alternative accommodation at other venues under the "Bridges" banner.<br>Most immediate concerns for Monmouth u3a are affect on two large events scheduled for December. (1) The Xmas Party (Tuesday December 16th) and (2) Not the Christmas Party (Friday December 12th) both scheduled to take place at Bridges.<br>Xmas Party – looks likely that it can take place at the Haberdashers Sports Pavillion (used for the summer party). To be confirmed, but if yes then Bob and Clare will undertake catering (as previously arranged) but will need assistance with setup. This will require u3a volunteers to help (without incentive of free tickets).<br>**Action: 11.10.1:** – Xmas Party arrangements to be confirmed.<br>Not the Xmas Party: It seems unlikely that this can be hosted at Haberdashers pavilion as Dec 12th is last day of school term. To be confirmed and if this is the case alternative arrangements to be made.<br>It is intended that the "u3 rock band" will perform at Garway Hall in an additional concert, with tickets available to the general public, with all proceeds going to the Skenfrith/Monmouth Flood fund.<br>**Action 11.10.2:** – confirm arrangements for Not the Christmas Party.<br>**Agreed:** It will be proposed to anyone with tickets for either event, who is unable to attend that their ticket fee be donated to the flood fund. They will also have the option of a refund if this is what they require.<br>Noted that Chepstow u3a have offered support/assistance.<br>There will be an email update tomorrow to give membership latest news from Bridge's and status of rearrangement for Monmouth u3a events.<br>Convenor's need to be pro-active in finding alternative locations for their groups if currently using Bridges or Ty Price.<br>**Action: 11.10.3:** relevant convenor's need to let Treasurer know if alternative accommodation is being used for monitoring of billing.<br>Noted: some tutors pay in advance for rooms and it is such tutor's responsibility to confirm cancellation with venue and organise refund. Also, if tutor can find alternative venue and I is more expensive, they have option of recovering this additional cost by increasing charge for future classes.<br>**Agreed:** clear communication with membership is required. We need to be completely open about state of Bridges, and make members aware of contingency measures and plan to return to normal.<br>**Agreed:** if possible we should have our own photographs to use, and to include in next newsletter.<br>**Action 11.10.4:** confirm Bridge's policy re: room cancellations due to flood. |

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| 11 | **Xmas Party**<br>See agenda item 10. |
| 12 | **Laptop Software**<br>**Agreed**: purchase one-off copy of office 2024 (as opposed to paying an annual license fee for Office 365). |
| 13 | **Agenda for Convenors meeting**<br>(postponed) |
| 14 | **Self Defense sessions**<br>Contact was made with police concerning this, and was told they would ring back. Have heard nothing further. We can investigate possibilities further but not considered a priority given current situation in Monmouth. |
| 15 | **Items for inclusion in newsletter**<br>Next newsletter will be focused on flood. Content to be established following Bridges announcement later in day.<br>**Action 11.15.1**: Including Bridges update(s) in newsletter |
| 16 | **Afternoon meeting details**<br>Cancelled – due to flood. |
| 17 | **Rolling Calendar –**<br>We have one new member who does not have email (however, his wife does have email).<br>**Action: 11.17.1**: write to this new member to confirm whether they want to subscribe to printed newsletter.<br>**Agreed:** Printed newsletter should not be distributed to lapsed/resigned members.<br>**Agreed:** Refund should not be offered to ex-members who had an ongoing printed newsletter subscription when they ceased to be members. |
| 18 | AOB – Next committee meeting (see item 19) will be held in same venue as the November meeting due to unavailability of Bridges. |
| 19 | **DONM – Tuesday 16th December, 11.00am – Committee Member's Home.** |