Minutes of Monmouth U3a Committee Meeting Feb 17 2026

Committee Member's home 10am - 12.00noon		
1	**Present (alphabetical)**	Phil Chadwick, Jo Handley, Neil Hines, Phil Hewitt, Aidan Hodgson, Monica Lofgren, Averil Macdonald (chair), Jan McLagan, David Milledge, Linda Wright
2	**Apologies**	Frank Birch
3	**Minutes of previous meetings:** Approved	
4	Action Grid update	
1.4.1	**Safeguarding docs**: DONE	
1.4.2	**Well-being grant - hearing**: Survey ongoing. Some hearing problems with German group. It's possible to establish a Bluetooth link to directional mikes but funding needed. Query to be raised with u3a Chairmans' group.	
1.4.3	**Pilot study**: Possibly the German group is suitable for a pilot study to trial tech support for those in small groups with hearing issues. Grant application to support this may be possible.	
1.4.4	**Engagement with local providers**: Ongoing	
1.4.5	**Introduction to Bridges Co-ordinator**: DONE	
1.6.1	**Charities Commission return**: on hold until March. Accounts nearly ready for audit.	
1.7.1	**Group funds surplus**: Another taster session possible as there is a waiting list for another Strength Training group. Proposed funding from surplus. Ongoing	
1.8.1	**Website**: DONE	
1.8.2	**Non-renewal of membership**: DONE	
1.10.1	**Finance for new groups**: Feedback to Chair. DONE	
1.10.2	**Finance for new groups**: Feedback comments still being integrated. Ongoing	
1.11.1	**Newsletter evolution:** Questionnaire: DONE	
1.11.2	**Newsletter evolution:** Mock-up of new format: DONE	
1.11.3	**Newsletter evolution:** inform printer: DONE	
1.17.1	**Newsletter**: German Group article. DONE	
1.17.2	**Newsletter**: conveners encouraged to submit articles. DONE	
1.19.1	**Pilates insurance renewal**: DONE	
1.20.1	**House of Lords visit**: DONE	
12.12.1	**Website Yes/no button**: DONE	
12.12.2	**Join Us page**: DONE	
10.6.2	**Convener access to Beacon**: Ongoing	
10.10.1	**Fire Exit notifications**: Update conveners role to include this	
7.20.1	**Gift Aid claim**: ongoing	
7.20.3	**Membership data purge**: on hold, awaiting 7.20.1	
7.20.4	**Delete gift aid data older than 6 years**: on hold, awaiting 7.20.1	
7.21.2	**Promotion fo Monmouth u3a by Bridges**: on hold	
Governance		
5.0	**Charities Commission** – annual return: ongoing	
6.0	**Restructure of Safeguarding documents**: We are now using the TAT template and inserting appropriate Monmouth u3a details	
7.0	**Revised new groups policy**: ongoing	
8.0	**Finance – monthly update**: Several documents with comprehensive summaries were presented.	
8.1	**Groups A-M report**: confirmation replies were received from all group convenors and a summary spreadsheet was circulated.	
8.2	**Committee receipts and payments report**: This was presented along with projection figures. Approved	
8.3	**Minor changes to Financial policy**: 1 Trips. Approved 2 CPR. Monmouth u3a cannot donate to another charity but if an employee/trustee of a charity provides a service and presents an invoice, then this doesn't contravene the rules. Approved..	
8.4	**Miscellaneous reporting**: convenors will be notified if reserves are getting low so that invoices for use of the venues are covered. Approved	
Membership Support		
9.0	**Monthly report - membership:** 21 new members this month, currently 1016 in total. Explore the possibility of adding the cost of each session on group pages on the website.	
10.0	**Monthly report - groups:** Circa 105 groups now. Website is being kept up to date. Pickleball group - now restored. Sewing - 20 at the prelim meeting, only 7 at the taster session then only 5 committed.. Now setting up their own (Hobby Connect) house group which may transition to an established group in time. CPR Training - is still popular. Salsa - proposal to start a group but not enough yet for a taster session - maybe by next month. 'Makers' group - will do a demo at a Science and Technology meeting in April to gauge interest.	
11.0	**Newsletter Working Group recommendations:** The monthly printed version will be a bulletin of upcoming events, accompanied initially by a questionnaire to test interest in a magazine style compendium of articles. This newsletter would be paid for separately, to be published at longer intervals once enough content has been gathered. Approved	
12.0	**Bridges update:** current status is being reported in Chair's emails. A cheque for circa £9700 is to be presented at the Members' Meeting	
13.0	**Convenors' Meeting - reflection:** the meeting in the Priory went well. Toilets are a problem as the only working unit is upstairs.	
14.0	**STAR group:** A group of people is helping with New Members' meetings and monthly Members' meetings. Sourced from a list of helpers. The group does not have a convenor. Proposal to email all members for a broader pool of helpers who may also put out chairs (and put away if necessary).	
15.0	**Catering for summer social:** The pavilion is booked. Proposal to outsource the catering was approved. Overall cost will be determined once venue hire is established.	
16.0	**Computer/phone safety talk for members:** offered by Ability Net, it's about SPAM and scams. Proposal that this should be offered as a special service to members, funded by u3a, was approved. Costing to be ascertained.	
Standing items		
17.0	**Items for inclusion in the newsletter:** article about the German group with explanation that this is the last of this format	
18.0	**Afternoon Members' meetings:** February- Wyesham Christian Fellowship March - a multimedia presentation in The Savoy.	
19.0	**Rolling calendar:** Personal data review ongoing Charities Commission returns due soon (April)	
20.0	**AOB:** Robin Hood - work ongoing - may open in March Ty Price - not ready to open yet - still being renovated The newsletter may indicate when venues might return in future	
21.0	**DONM:** 17th March 2026 11am	