Minutes of Monmouth u3a Committee meeting: June 16th 2026

Committee member's home: 11.00am – 13.00 pm

1	**Present** (Alphabetical order)	Frank Birch, Phil Chadwick, Jo Handley, Phil Hewitt, Aidan Hodgson, Jan McLagan, David Milledge (chair)
2	**Apologies**	Neil Hines, Monica Lofgren, Averil Macdonald, Linda Wright
3	**Minutes of previous meeting** - these were approved.	
4	**Action Grid – outstanding actions update** Note: Action 5.15.0 is complete but result needs to be discussed with chair when available. **Action 6.4.1:** discuss Yoga group surplus funds with chair. 5.15.1 – a risk assessment form had been circulated to all home-based groups. 5 responses out of 20 have been returned. General reaction has been – "ISN'T THIS OVERKILL". **Action 6.4.2:** produce guidance on how to fill in the RA form when assessing the risk at a home venue being used for a u3a activity.	
5	**Monthly report - membership** Currently 1074 members. New members meetings cancelled for July and August. **Noted:** Our helper's group has 26 members. Help was requested at last new members meeting with tea/coffee. There was only one positive response and that became a no-show come the meeting. Suggested that moving date and venue (to Ty Price) for future meetings should be considered.	
6	**Monthly report - groups** **Creative Fabric:** has closed. There is £178 left in their account. It was noted that if the convenor had highlighted that the group was likely to close then their surplus could've been run down, but policy dictates that surplus should be allocated to the new group fund. **Action 6.6.1:** issues such as this around group funds should be highlighted at next convenor meeting so that convenors are more finance aware. **Chair Ballet:** have been running with a "stand-in" convenor but no permanent convenor has been found. The tutor has been asked to either identify a permanent convenor or to continue running her group without one independently of the u3a. No response has been received yet. **Action 6.6.2:** bring this issue to a conclusion. **Philosophy:** currently, lack of information on website about arrangements and although understood to be full, no provision for a waiting list seems to have been made. **Action 6.6.3:** endeavour to meet with convenor and pin them down re: these issues. **German beginners**: continuing to meet with support from German improvers for the next two weeks and will then pause until September. **Photography**: noted: there as a core membership of 5 who do everything on offer but remaining membership are no longer active. Group will pause for a month and then relaunch using a revised format. Rather than being workshop based, the group will be focused around social gatherings, the purpose of which is to take pictures together (with advice on hand for those who are less experienced). **Strength Training**: the Thursday group has lost a few members and is now one under minimum size.	

	Attempts are being made to recruit new members but so far Ludas have not complained and while this remains the case, the Thursday group will continue. **AI group**: the possibility of establishing this is to be explored at a taster session that will be organized for interested members **Using Haberdasher's as a venue for groups:** we have been told that this maybe possible. Currently we have no details such as cost, availability, etc… Noted: convenors have been mailed concerning possibility of alternative venues and most having settled into new venues do not want to move. **Action 6.6.4:** details of Haberdasher's offer are needed. **Very beginners Welsh:** possibility of establishing a group using readily available online resources was raised. **Action 6.6.5:** to be discussed further with Monmouth u3a chair. **Men in sheds**: the idea was floated of establishing a group focused on activities such as carpentry, woodwork and other practical skills. **Action 6.6.6:** include some information and an invitation to express interest, in the information emails.
7	**Parties – summer and Xmas** **Summer:** to date - here have been 69 requests for tickets. **Action 6.7.1**: event needs promoting in weekly emails Concern was raised re: provision of plates, cups, etc… for catering. It is unclear where these are coming from **Action 6.7.2:** clarify how these are being provided. A closing date for ticket purchase is required that allows final numbers to be provided to our caterers. **Action 6.7.3:** establish when we need to provide number of party attendees to caterers. No entertainment is currently planned. Possibility of gentle background music was discussed. We have a source of corporate-event light classical/mood "walk-in" music **Action 6.7.4:** Investigate provision of this. **Xmas:** no venue found yet. (Established that Riverside will not be available by Xmas).
8	**Grant equipment** Committee offered their congratulations and thanks to Monica Lofgren and Phil Hewitt for their work in securing a grant for the purchase of equipment to the value of £869. The grant will be used to underwrite the purchase of: - signage to indicate the location of Monmouth u3a events. - a speaker plus two microphone (one stick, one lapel) sound system for use at Monmouth u3a events - a TV screen for use at small events such as the new members meetings Noted: we need a robust system for tracking these (and other) items of equipment. Noted: TV screens are easily damaged. Proposed to initially use the box TV delivered in to provide protection, but it may prove necessary to purchase a suitable case for storage and transport. Monmouth u3a representatives will attend the council event marking the award of grants. **Action 6.8.1**: provide attendees with a briefing for them to use at the council event.
9	**Catherine Foukes – talk offer** Committee discussed the political aspect. The consensus was that if the talk was apolitical, for example, talking about the experience of becoming an MP and adapting to an environment noted for being unfriendly to women, then there was no reason why Monmouth u3a couldn't host a talk. **Action 6.9.1:** discuss with Monmouth u3a chair to decide how to proceed.
10	**Parties and the constitution**

	The proposed amendment to the "object" in Monmouth u3a's constitution (action 5.11.1) was discussed with the Third Age Trust (TAT) (action 5.11.2) whose written consent is required for any change. The TAT position is that our "object" uses the wording recommended by the TAT and agreed with the Charity Commission, and that this wording is intended to include social activities such as those conducted by Monmouth u3a as one of the "associated activities conducive to learning". The reason for the proposed change to the "object" was concerns raised by the examiner of our 2024-25 accounts. **Agreed:** the correspondence concerning this matter with the TAT should be shared with the examiner to see if this alleviates his concerns. It was felt that this is probably best delivered by the secretary, as a "NEUTRAL" Having not previously participated in the discussion with the examiner. **Action 6.10.1:** discuss this approach with Monmouth u3a chair and treasurer.
11	**Committee post AGM** Most pressing issue is that Monmouth u3a will need to replace their secretary and treasurer at the end of this operational year. Discussion centered on the need to break down the roles, and particularly that of treasurer in a manner that enables the function to be distributed across a small team. **Action: 6.11.1:** discuss with current treasurer possibility of moving to such a structure and how/whether he can support such a transition. The idea of having a "social" where existing committee could meet potential recruits in an informal setting was floated. Initially potential recruits need to be identified. **Action: 6.11.2:** use information emails to highlight (1) the need for a committee formed from members, (2) committee members are in general limited to three years of service, (3) with a number of these unable to continue next year fresh blood is needed to ensure the continual smooth running of Monmouth u3a.
	At this point the meeting ceased to be quorate. The remaining agenda items were discussed but no decisions could be made.
12	**Finance matters** A number of papers had been submitted by the treasurer for information. The one item requiring approval concerned transfer of funds of groups that had closed to the new groups reserve. A decision on this is postponed until next meeting.
13	**Chairs update** None.
14	**Monthly bulletin content** No suggestions.
15	**Confirm details for afternoon meeting** This is in the Monmouth Baptist Church, commencing 14.30pm. Tea and coffee will be available.
20	**Rolling Calendar** The secretary suggested that the items in the rolling calendar related to the now defunct annual magazine, and the organization of convenor meetings were no longer relevant and should be removed. A decision on this is postponed until next meeting. It was felt "informally" that as the last convenors meeting was in February, the next one should be

	held in late September prior to the AGM rather than after it. Next convenors meeting will be discussed in detail at next committee meeting.
21	**AOB** The idea of a Monmouth u3a loyalty scheme was discussed. There will be a dedicated agenda item at the next committee meeting to discuss this further.
21	**DONM –** Tuesday 21st July, 11.00am