u3a Monmouth

Minutes of Monmouth u3a Committee meeting: July 21st 2026

The Hitchcock (Haberdashers sports) Pavilion: 11.00am – 13.00 pm

1	**Present** (Alphabetical order)	Frank Birch, Clive Buckley (agenda item 8), Phil Chadwick, Jo Handley, Phil Hewitt, Neil Hines, Aidan Hodgson, Dale King (observer), Averil Macdonald (chair), David Milledge, Sally Sheen (observer)
2	**Apologies**	Monica Lofgren, Jan McLagan, Linda Wright
3	**Minutes of previous meeting** - these were approved.	
4	**Action Grid – outstanding actions update** **5.15.3 –** use of card machines for payments – this will be discussed at the August committee meeting **6.4.2 –** concerned risk assessment (RA)'s of member homes. Action completed however concern expressed re: RA's of new public venues now being used for group activities. Action 7.4.1: we should ask to see the RA's in place for public venues such as Mitchel Troy village hall, the Priory, the Baptist church. to confirm their existence and adequacy.	
5	**Monthly report – membership** Currently 1079 members with 6 new members since previous committee meeting. Next new members meeting, following summer break, to be held on Tuesday September 8th 14.30pm at Mitchell Troy Village Hall.	
6	**Groups** **Ballet groups –** chair ballet closed and proposed new ballet group is not becoming part of Monmouth u3a. **DIY and Domestic skills** – exploring the idea of a "men in sheds" group has revealed that there is a desire, within certain demographics of our membership for DIY instruction and domestic/cooking instruction. Instruction of this type would need to be conducted within a controlled environment. Haberdashers school have such facilities. **Action 7.6.1:** facilitate an exploratory dialogue between Haberdashers and potential group convenors about match between what Haberdashers are able and prepared to offer and what such groups would need. **STAR group:** the relevance of this was discussed. It was felt it should continue as is, but that the groups web page needs an overhaul. **Action 7.6.2:** overhaul STAR group web page. **Philosophy:** Noted that there is no information about group activities on web page and no progress on implementing a waiting list (see action 6.6.3). **Agreed:** surplus funds from Critical Thinking and Creative Fun with Fabrics groups (both now closed) to be transferred to the New Groups reserves account. **Action 7.6.1:** Convenors should be made aware (at next convenors meeting) that if their group is likely to close, they should make provision for running down any surplus funds prior to closure. **Film Club:** state of finances and plan to generate some funds by organizing historic walks noted.	

	Agreed: continue to monitor status and review in September/October. **Walking Football: Currently has** 6 members and is on hold over summer. Will relaunch in September. Financial status uncertain as leisure centre usage unknown and no invoices for usage have been received. Obtaining this information is being pursued. **Agreed:** continue to monitor/review to determine financial viability of group.
7	**Monmouth u3a loyalty scheme** Noted that (1) a suitable barcode based loyalty card costs about 50p per card to produce and (2) The ramblers, a similar grouping of charity based organisations, runs such a scheme with, for example, members getting a 15% discount from Millets. **Action: 7.7.1:** identify venues/outlets that would benefit significantly from Monmouth u3a patronage. **Action 7.7.2:** discuss this idea with chairs of other u3a's to obtain any guidance available on feasability or otherwise of such a scheme. **Actions: 7.7.3 and 7.7.4:** taking account of output of actions 7.7.1 and 7.7.2 produce a proposal for implementing a Monmouth u3a loyalty scheme.
8	**Use of AI in showcase magazine** A member has raised the issue of whether it is appropriate to use AI generated content in Monmouth u3a publications. This was thoroughly discussed. Agreed: It is appropriate, on occasions, for Monmouth u3a to use AI generated material and that a policy is needed defining where, when and how such material can be used. **Action 7.8.1:** A working group has been formed to propose a suitable policy. **Agreed:** Monmouth u3a will highlight any use of AI generated material. **Action 7.8.2:** member who raised this issue to be informed of outcome of committee discussion.
9	**Next convenors meeting** **Agreed:** This should take place before the annual AGM either at the end of September or during the first half or October.
10	**Membership fee for Aug/Sept joiners** **Agreed:** The membership fee of £12 for new members joining in July, August and September 2026 will cover 15, 14 and 13 months of membership, respectively.
11	**Examiner feedback** **Agreed and action 7.11.1**: the feedback from TAT concerning object clause in constitution will be discussed with the examiner of Monmouth u3a's accounts.
12	**Committee post AGM** Steps are in hand to ensure continuity of committee into the 2026-27 membership year. It was noted that the constitution only insists that a committee member must step aside for at least 12 months after they have served for 36 continuous months. This requirement lapses if the member is absent from the committee for a month (either by resigning or by not standing for reelection).
13	**Remove items from rolling calendar** **Agreed:** reminders concerning magazine input and convenor meetings to be removed. **Action 7.13.1:** update rolling calendar.
14	**Finance matters**

	A number of papers had been submitted by the treasurer for information. 1. A balance sheet of receipts against payments for the 2025-26 financial year showing a surplus of £6000+ 2. A comparison of original projection for 2025-26 financial year with actual outcome over the year. 3. A summary of problems encountered when using Lloyds bank and related discussion with TAT together with an update on our banking arrangements and the problems encountered when attempting to change the signatories associated with the Monmouth u3a bank accounts. These have led to an official complaint being raised with Lloyds bank. 4. A report on the status of each Group's account at close of 2025-26 financial year. These have been agreed by most groups but there are some outstanding. Noted: the new groups reserve currently has £500+ available. 5. A sheet showing status of members who are currently receiving our monthly posted news bulletin. Of the 8 members who subscribe to this service, 2 have indicated that they want to continue for a further year, 3 have declined and 3 are outstanding. With a maximum of 5 recipients, there was a discussion about whether we should continue offering this service. As the effort producing and circulating is fairly minimal it was concluded that we should continue for at least a further year. 6. It was noted that as the summer party ticket sales were lower than planned (77 as opposed to 100) the amount of the subsidy needed for the event will increase. 7. Miscellaneous items: It was noted that bank community accounts have been converted to charity accounts realizing some savings as bank charges no longer apply. Outstanding pickleball invoices have now been obtained and settled. Financial status of "walking football" is an issue. See under item 6 (Groups) Vineyard trip resulted in a deficit of £60 due to withdrawl of participants Three classical concert and two theatre group outings are scheduled for the autumn with participation being subsidised to assist with managing down these group's current surpluses. Coach fares for the autumn Macedonia trip have been paid by 22 participants. 8. The Copyright Licensing Agreement managed via the TAT is being renewed to cover use of extracts from journals/websites in material generated by Monmouth u3a. 9. Noted that Gift Aid submission related to 2025-26 can now be made.
15	**Chairs update** 1. Film group and guided walk: chair will participate in guided walk which is a one-off. This led to a discussion and some suggestions related to the Film group: (a) There may be an opportunity for synergy between film group and Savoy where there is very limited uptake of some film viewings. Should at least brainstorm possible opportunities and if relevant discuss with Savoy (b) Understood that future film showings are based on feedback from attendees at current showing rather than the entire group membership. Possibly involving whole group when seeking guidance would improve attendance. (c) Is there a better timeslot for film showings? **Action 7.15.1:** run the above, particularly (a), past the film group convenor.

	2. Pub club: has a new convenor and will be relaunched on Thursday 30th July. The club may be "rebranded" to remove the perceived emphasis on alcohol. 3. Bridges: remedial work has not commenced yet. Likely to remain unavailable for another 18 months. 4. Other: chair raised the issue of how to respond to requests to promote other organisations events. **Decision:** Monmouth u3a policy shall be to only promote events and opportunities for organisations in which our members are active, and where the request comes from one of those active members.
16	**Suggestions for monthly bulletin content** None.
17	**Confirm details for afternoon meeting** Members present were asked, if able, to help with furniture and food layout. Confirmed that caterers are expected to provide plates, etc … and are expected to arrive shortly after 13.00pm Party should conclude at 15.30pm.
18	**Rolling Calendar** **Gift Aid Claim submission –** in hand. **Delete Gift Aid data older than 6 years –** as no longer required for possible HMRC audit. **Action: 7.18.1 –** delete gift aid data older than 6 years. **Membership data purge –** to be completed as necessary after data supplied for Gift Aid purposes. **Action: 7.18.2 –** complete purge of elapsed member data after supply of data for gift aid purposes. **Safeguarding**: a review of our policy documents needs to be initiated annually. It was suggested that typically, any revisions necessary will be highlighted by attempting to execute the procedures and processes defined during the past year. In the absence of any safeguarding issues during this period which might have highlighted shortcomings, no change would be needed. The safeguarding review process would then just need to record that the policies ha been considered but in the light of no shortcomings having become apparent it is deemed that no changes are required at this point. **Action: 7.18.3** – consider whether any changes are needed. **Action: 7.18.4** – **Noted:** that there is a need to review membership of the safeguarding committee.
19	**AOB** None
20	**DONM –** Tuesday 18th August, 11.00am