



**MINUTES OF COMMITTEE MEETING
HELD ON
Wednesday 21st May 2025**

No	Minute	Action by
1	Present: Marcia Humphries, Doug Jones, Laurence Parry, Ben Fielding, Richard Hopkins, Sally Corbett, Malcolm Cowper, Rhian Davies, Louise Roberts & Andrew Mason	
2	Apologies: Rob Middleton	
3	Minutes of the meeting held on 16th April: Acceptance proposed by Malcolm, seconded by Ben & approved.	
4	Matters arising from the minutes: None	
5	U3A Chair: Richard welcomed Louise & Rhian to their first meeting. Marcia will arrange inductions for them (& Malcolm).	Marcia
	For now, Richard will include a Newsletter with badges for new members. In Sept, we'll reconsider welcome packs.	Richard
	Rhian will deal with printing for group leaders.	Rhian
	Richard will chase the Health Centre about the bench.	Richard.
6	Treasurer's Report: Rob had given figures to Richard showing no great change since the previous month.	
	More publicity is needed for Easyfundraising & 100 Club	Rob
7	u3a Procedures & Responsibilities: Caroline Limbert has agreed to become Social Secretary & we were pleased to approve her appointment. Her ideas include mid-week coffee mornings & evening meals with entertainment. Chair will give her the go-ahead. Caroline also wants to meet new members as they join, & Sec will ask the Membership Sec in case she'd like to be involved. All this will start in Sept.	Richard
	Rob Middleton was confirmed as TAM contact.	Rob
	Sec will minute review of Operational Plan for December. Chair will send copies of the plan to Louise, Rhian & Malcolm	Marcia Richard
	After some discussion, we decided not to bring forward reviews of the Codes of Conduct & Disciplinary Procedure, as the present documents were felt to be sufficiently robust.	
	Monitoring u3a email addresses was discussed. All working	

	<p>but Andrew (groups@) can only use his on his laptop & is seeking to fix. Louise is going to set-up wellbeing@ with help from Ben. Rhian will check that her publicity@ is working. Sec will check with Anne about membership@ & with Sue Middleton about webmaster@. Sec is using events@ but will transfer to Caroline after the gala lunch.</p> <p>We will put out an 8-page Newsletter in Sept to include all the anniversary items from groups not already published. If there is insufficient room, we'll do another 8-page edition later in the year.</p>	<p>Andrew Louise/Ben Rhian Marcia</p> <p>Marcia</p> <p>Ben & Rhian</p>
8.	Membership Report. We have 402 members at present.	
9.	<p>Monthly talks & events. We will invite Andrew Collier to continue evening talks/discussions in Sept & Oct. Sec will write to him suggesting 1st & 3rd Weds of each month in the afternoon (saying ok to leave this until 2026 if easier).</p> <p>The exhibition by Ceramics, Art, Painting, Art Appreciation went well but was poorly attended. Publicity had been poor. We will ask the groups to repeat at Sept's Open Day. Events to be put on Facebook & Beacon emails used in future.</p> <p>Green day. Six of us will go to the meeting on 8th July. Sec will let Eddie Morgan know....& that Louise will run a raffle. She will put out a Beacon email asking for raffle prizes.</p> <p>Rhian will print the photos & written pieces (on what u3a has meant to members) & give them to Louise. Malcolm will look into buying tabletop display boards (officers to authorise cost) & he & Louise will make them up.</p>	<p>Marcia</p> <p>Marcia Louise Louise</p> <p>Rhian Malcolm</p> <p>Malcolm & Louise</p>
10	<p>Groups Co-Ordinator: The Italian group has made a good start. Modern Dance will move to Trinity from 10th June.</p> <p>Book Club 1 wants to meet in July & Aug. Andrew will give them the go-ahead for July only.</p>	Andrew
11	u3a S Wales Network: Sec will accept (on behalf of the committee) the invite to a Zoom meeting with u3a Council members.	Marcia

<p>12.</p>	<p>U3A equipment:</p> <p>Laurence & Doug will prepare 2 updated equipment lists (1 for electronic & 1 for other items) for the next meeting.</p>	<p>Laurence & Doug</p>
<p>13.</p>	<p>A.O.B Two of our members have been victims of scams. Laurence will put together a presentation on safety. Sec will ask Geoff Henderson to fit it in at the end of a monthly talk.</p> <p>With regret, Malcolm told us the High School has discontinued mock interviews, due to curriculum changes.</p> <p>Sally said she is stepping down as a Trustee. She will notify the Charity Commission. Marcia will take over as the link to the Commission. This means Sally will no longer be a committee member, but will of course continue as a Life President. Rob will need to remove her as a bank signatory.</p> <p>There being no further business, meeting closed at 12noon</p>	<p>Laurence</p> <p>Marcia</p> <p>Sally & Marcia</p> <p>Rob</p>
	<p>Next Meeting: 25th (being 3rd Weds of) June 10am at the Waterfront.</p>	<p>All please note.</p>
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