

Minutes of Committee Meeting February 3rd 2026 at the Drill Hall 11.30 am

Note: CMs = Committee Members, TAT = Third Age Trust, GL = Group Leader

Apologies: Angela, Rob, Brian, Cathy

Present: Helen, Stephen, Pam, Kay, Rose, Sue, Jenny, Tony, Derek, Lesley Isaacs-Penny visiting

The minutes of the last Committee Meeting were formally approved. There were no matters arising from the minutes that weren't covered later in the Agenda

Chairs – Helen, Stephen

- Polo Shirts. Photographs of Stephen and his wife modelling the shirts will be in the March Magazine. **Action Stephen**
- TAR 2025. Agreed
- U3a Matters. 131 members were contacted asking if they wished to continue receiving the magazine. A positive response was requested by the end of January. A total of 44 positive responses were received. The remaining 87 will be un-ticked from Beacon and will no longer receive the magazine. **Action Helen**
 - Note the mailing list for the February issue has already been sent to TAT so the 'new' mailing list will not be in operation until the spring issue.
 - It is difficult to calculate the annual saving because members living at the same address only receive one copy. Making a few assumptions the estimated saving will be around £250 per annum.

SiteWorks Project

- The new website is nearly ready to go and implementation is scheduled for 28th February. Training will be available for GLs throughout February on a one to one basis and in library pop-in sessions, Zoom sessions etc.
- Tony will take over from Derek as Website Manager of the new website when it is implemented but Derek will still be part of the website team.
- It was agreed to retain the three menus in the Groups Button.
- All User IDs will be removed from the current website on 14th February so there will be no changes after this date. This will allow data to be transferred to the new website. GLs will be informed of this. Derek will manage any urgent updates but will also update the new website at the same time. **Action Derek**

Secretary – Derek

- Inter-Group Quiz Feb 6th. 22 tables available, 21 taken. Strollers asking questions and doing teas. Prizes purchased. Drill Hall booked. Technical Team booked. Jenny helping to do teas.
- AGM. Committee nominations discussed. One more possible nomination to bring us up to the maximum 12 allowed.
- A new Independent Examiner of Accounts required. **Action Chairs**
- Community Fridge will be coming to Tuesday Live whenever possible and will have a couple of tables in the Committee Room. See observations at end of minutes.
- There is an invitation from the Welsh Council Representatives to a drop-in session on Zoom on Thursday February 5th at 10 am. All CMs invited.

Treasurer – Rob, Brian

- Financial & Groups Statements and Budget Comparison accepted with little discussion.
- Budget for 2026 on website
- Annual Accounts for 2025 on website. No discussion in absence of Treasurers.
- Update on closure of Lloyds Bank Oct 2026 – nothing.

Programme – Cathy

- Tuesday Live Programme. Confirmation of AGM arrangements

Membership – Pam, Kay

- Membership report.
 - We have 1154 members. 1077 full, 77 Associate.
 - 30 new members, 804 outstanding renewals, 14 resignations but only 1 was someone who joined in the previous 12 months.
- Sumup machine problems may be solved by loading the App onto personal phones. Was it successful?
 - It was a 50-50 solution. We were successful with about 2/3 of the cards but there were some that would not read so we had to take cash from those members. This could be our lack of experience with the exact positioning of the card so we will investigate this further and the app is now on Pam's phone (iPhone) as well as Kay's (Android) just to see if it is any easier. At least we were able to take the majority of the renewals using it.
- The Membership Team highlighted problem with a member who had probably been to a Group for too many trial session in 2025 (maximum of 2 allowed) and then paid by Bank Transfer in 2026 but had not completed a membership

form so could not be added to Beacon. Stephen to talk to relevant GL highlighting Public Liability Insurance implications. **Action Stephen**

- The Membership Team will phone new members after they have been members for a month.

Group Support – Rose, Sue

- GL page has been updated to reflect bank charges and an email sent to all GLs with link to the updated GL page.
- GL induction sessions offered at Chepstow library in March and April with a good response. Anne Pitman helping. £10 per hour including screen.
- GL website to be updated for advice on Risk Assessments for active groups with link to TAT Risk Assessments. **Done**
- Venues. There is now duplication between Beacon and the new website. Agreed to remove venues on Beacon. Tony will download Beacon venues so they can be transferred, where necessary, to new website. **Action Tony**
- Groups: Rummikub and Memoir Writing now operating. Italian advertised in February magazine with lots of interest.

Social – Jenny

- Nothing

South Wales Network – Derek

- Next meeting on February 11th .There is a new secretary
- SWN Treasurers meeting on January 15th went well with 13 SWN Treasurers attending. Thanks to Rob for coming as an 'experienced' Treasurer. It emerged that several Treasurers were not including their Group income and expenditure in their Charity Commission submission.

Website and Domains – Derek

- Tony will be taking over as Website Manager of the new website.

Beacon – Tony

- Tony will pass over his Beacon duties to Rhona Edwards. A meeting with the Beacon Team has been arranged for a date in March.
- National Beacon training courses available

Any Other Business

- Nothing

Miscellaneous

- Tea Duty Group: Folk, Acoustic and Blues Appreciation
- Technical Team: Brian, Andrew

Next Meeting 3rd March at 11.30 am at the Drill Hall

Community Fridge: Post Committee Meeting Observations

- They were happy. 'Sold' everything they brought. Took a lot of money. Didn't think that it would affect 'sales' at the coming Saturday Coffee Morning.
- Bit crowded in the Committee Room.
- Tables too near our cupboards, restricting access.
 - Move tables further away from cupboards to allow access
- Several members just came for the Fridge and didn't stay for the talk.
 - Don't advertise in advance to discourage these casual visitors? Or advertise as Members Only?
- Conclusions: keep on with the experiment and see how it goes.
- To be discussed at March meeting.