

**NOTTINGHAMSHIRE NETWORK OF U3As - MINUTES OF MEETING HELD ON  
WEDNESDAY 14<sup>th</sup> October 2015 AT THE CENTRE, ST. PETER'S, RAVENSHEAD, NOTTS. NG15 9FD**

<b><u>PRESENT</u></b>	Chairman-Jeremy Lloyd(JL), Secretary-Margaret Taylor(MT), Retiring Treasurer Rita Foulkes(RF), New Treasurer Pat Smith(PS), Education & Development Officer-Karen Taylor(KT), Regional Trustee Jane Pavier(JP), Chairman of North Notts. Neighbourhood Group Rita Turner(RT), Notts. County Contact Jenny Greaves(JG) & Web Master Peter Edge(PE). Representatives were:- Arnold U3A Rosie Allen, Ashfield U3A Trish Tootell, Bingham U3A Rosie Garner, Carlton & Gedling U3A Eric Rennie, Edwalton, Gamston & District U3A Chris Shaw, Nottingham & District U3A Jan Bridgeman, Radcliffe on Trent U3A Anne McLeod, Ravenshead U3A Judith Moore, Retford U3A Adrian Sumner & Dee Ashton, Sherwood U3A Liz Wilson, Soar Valley U3A Peter Hickling, Southwell U3A Lesley Elkington, Sutton in Ashfield U3A Chris Carr, West Bridgford U3A Carol Gretton and Worksop U3A Lorraine Wood and Mary Mitchell.
<b><u>ITEM 1</u></b>	Jeremy Lloyd welcomed members. Jane Pavier explained that Jeremy would be taking over as Chairman as she was now the newly appointed Regional Trustee. The Annual General Meeting was then convened.
<b><u>ITEM 2</u></b>	<b><u>APOLOGIES FOR ABSENCE</u></b> The Network accepted apologies from:- June James Barrett -Arnold U3A Representative, Michelle Price-Horne - Burton Joyce U3A (no representation), Cynthia Davies and Mary Morris - Dukeries U3A Representatives (no representation), Tom Hickingbottom -Eastwood & District U3A Representative (no representation), Alan Snape - Hucknall U3A (no representation), Mike Allen and Bob Longden - Mansfield U3A (Rita Turner agreed to represent Mansfield), Bob Cawson – Newark & District U3A (no representation), and Jennie Roberts - Rainworth U3A Representative (no representation).
<b><u>ITEM 3</u></b>	<b><u>AGREE MINUTES, ACTION POINTS &amp; ANY OTHER MATTERS ARISING FROM THE LAST MEETING DATED 15<sup>th</sup> JULY 2015</u></b> Action Points 5 8a(a) & 16 Completed Action Point 9 Liz Wilson of Sherwood U3A volunteered to be the “alternate” Rep. on the RRC Action Point 10 As no-one had volunteered to be the Press Officer, KT was asked what the role involved. She explained that there were 3 separate sections, 1) keeping the media contact list up-to-date, e.g. Web Sites, local councils etc. 2) Taking photographs and 3) the interview – doing the articles for the local papers). If no-one volunteers this would put pressure on the Development Team as the Press Officer is vital in the launch of new U3As. If necessary the post could be split. KT agreed to organise a Poster to be circulated to all U3As and its Committee and Members asking for volunteer/s. <b>KT TO ACTION</b> Action Point 13 JL received information from JP and will comment on at the next meeting. <b>JL TO ACTION</b> The Minutes were agreed and proposed by Rosie Allen, seconded by Jenny Greaves and signed by the Chairman, Jeremy Lloyd.
<b><u>ITEM 4</u></b>	<b><u>TREASURER’S REPORT – Rita Foulkes</u></b> RF did her main report in the AGM. Rainworth U3A had still not paid their subscriptions for 2014/15. The new subscriptions for 2015/16 will be requested by PS. <b>PS TO ACTION</b>
<b><u>ITEM 5</u></b>	<b><u>EAST MIDLANDS REGION UPDATE</u></b>  a) The last report from Michaela Moody, ex-Regional Trustee had been circulated which Network accepted. b) A report from Karen Taylor, representative on the Regional Representative Council had been circulated. KT confirmed that £200 had been given to the Network by the RRC for the purchase of equipment. If any members had ideas on what items of equipment could be purchased to contact her. Network accepted her report.

<b>ITEM 6</b>	<p><b>REPORT FROM THE DEVELOPMENT TEAM – Karen Taylor</b></p> <p>a) <u>New U3As</u>. – After consulting with the Chairmen of Arnold and Carlton &amp; Gedling U3As KT announced that there may be a possibility of a new U3A being launched in Mapperley. There was much discussion on whether this was viable and whether it would have a negative impact on the Nottingham &amp; District U3A. Network would like more information to discuss further with perhaps both sides of the argument giving evidence and a presentation on why there should or should not be a U3A in Mapperley. <b>KT TO ACTION</b></p> <p>Another proposal was for Ruddington.</p> <p>The Network asked that the Development Team provide a schedule for the next 2/3 years giving details of possible new U3As and dates for proposed launches. <b>KT TO ACTION</b></p> <p>It was also noted by Network that if an existing U3A is “ailing” then another part of the Development Team’s role is to support this U3A and offer advice and help.</p> <p>b) <u>Workshops</u> – KT thanked members who had attended the recent workshop. She proposes a workshop for Business and Minute Secretaries be organised for Monday 29<sup>th</sup> February 2016 with 2 further workshops being arranged once the workshops organised by the Region are circulated in January. She is looking into workshops suggested in the recent Network survey but if anyone has any suggestions please contact her. Also if anyone would like to help with the running of a workshop please contact Karen.</p>
<b>ITEM 7</b>	<p><b><u>NORTH NOTTS. NEIGHBOURHOOD GROUP REPORT</u></b></p> <p>Rita Turner had nothing to report at this meeting.</p>
<b>ITEM 8</b>	<p><b><u>WEBSITE REPORT - Peter Edge</u></b></p> <p>In preparation for the meeting I had a look back through the emails received via the website ‘Contact Us’ page. I looked at the period 1<sup>st</sup> Oct 2014 to 30<sup>th</sup> September 2015, noting that there were 44 emails, 32 of which related to U3A activities:</p> <p><u>U3A related</u></p> <p>10 were asking for information about individual U3As (most of which is available via the website links)  5 were people offering to give talks to U3As  4 were asking for advice about U3A matters  4 were website updates and corrections  2 were about network events  7 others, e.g. people trying to contact someone.</p> <p><u>Non-U3A related</u></p> <p>8 were asking for publicity for non-U3A events which might be of interest to U3A members  4 were looking for volunteers for charity work such as visiting the elderly.</p> <p>PE was asked if the information on recommended speakers had been put onto the Web Site yet. He informed the meeting that he is still awaiting the information following the workshop. <b>JP/KT TO ACTION</b></p>
<b>ITEM 9</b>	<p><b><u>NOTTS. PEER GROUPS</u></b></p> <p>A report from the “Editors” Meeting was circulated and Eddie Rennie is hoping to organise further meetings.</p> <p>There was no report from Wine Tasting.</p> <p>JP asked that if any other U3A would like to organise such a group please arrange it and advertise it to the Network via the Secretary.</p>
<b>ITEM 10</b>	<p><b><u>INDIVIDUAL U3As’ REPORTS ON ANY SPECIAL EVENTS IN WHICH THEY HAVE BEEN INVOLVED</u></b></p> <p>None had been reported to the Secretary. However MT had started a diary showing meetings, workshops etc. and asked if anyone wished to publicise an event to get in touch with her. Please note however, that this Diary of Events will only go out to members every 3 months and therefore events must be advertised well in advance.</p>
<b>ITEM 11</b>	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>a) The following volunteered as Greeters for future meetings:- Liz Wilson, Trish Tootell &amp; Judith Moore.</p>

	<ul style="list-style-type: none"> <li>b) Back-ups for Officer's – Secretary, Treasurer, Education &amp; Development Officer. U3A's to ask if anyone from their U3As would like to volunteer. Will go onto the January Agenda. <b>MT TO ACTION</b></li> <li>c) The Network were reminded of the need to use the Blind Copy button when circulating information to ensure Data Protection.</li> <li>d) Members were asked to ensure that they sign in at the meeting on the Network Signing-in Sheet. If leaving early members should let the Secretary know as if there is an emergency and the building has to be evacuated members will be ticked off as being present.</li> <li>e) Members were asked to remember the courtesy of listening to the speakers at the meetings and not to have individual conversations.</li> <li>f) JG asked if members would reply to the person sending emails rather than to the Notts. County Contact.</li> <li>g) Members were happy with the new venue, in particular as there was wi-fi available.</li> <li>h) Soar Valley U3A asked for help with their internal workshop "Safety in the Home" as the local Police no longer had staff to come out and talk to the public. Network members made several suggestions. Peter Hickling was advised that he could send an email via the County Contact asking if there is a U3A member who has the knowledge and would be able to come along to speak at their workshop.</li> </ul>
<b>ITEM 12</b>	<p><b><u>DATES OF MEETINGS COMMENCING AT 10AM 20<sup>th</sup> JANUARY 2016</u></b>  20<sup>th</sup> April 2016, 20<sup>th</sup> July 2016 and 19<sup>th</sup> October 2016 (including the AGM).  <b><u>Please note that only 1 representative per U3A will be asked to attend.</u></b>  <b><u>All U3As please confirm who will be attending one week prior to the meeting</u></b></p>
	<p><b><u>WHAT IS YOUR VISION ON THE FUTURE OF THE NOTTS. NETWORK?</u></b>  KT began by reminding the Network that all U3As should have a vested interest in the Notts. Network. Members were asked to bring their suggestions to ensure that they are involved in the future working of the Network.</p> <ul style="list-style-type: none"> <li>a) It was proposed that a 3 year plan be put into place by the Development Team to include the development of new U3As, education i.e. workshops and communication. This would give a vision of what is happening and bring it altogether. However it was noted that information would need to be updated regularly and the plan reviewed constantly as changes can happen quickly. <b>KT AND DEVELOPMENT TEAM TO ACTION</b></li> <li>b) Following a member's enquiry about which members are doing what role and what does the Network etc. do, a suggestion of a "Who's Who" should be looked into. Information could be reviewed annually and circulated to the Network U3As. Members asked if photographs could be added to names. <b>OFFICERS TO ACTION</b></li> <li>c) An enquiry into having name plates in front of representatives showing name and U3A was asked for. <b>OFFICERS TO ACTION</b></li> <li>d) More volunteers are required to help in the development team, setting up new U3As, workshops etc. It was suggested that a workshop could perhaps be organised on getting members to volunteer whether it be for U3As, Network or Region. <b>ALL USAs TO ACTION</b></li> </ul>
	<p>JL thanked everyone for attending and their input.</p>

Chair.....Date 20<sup>th</sup> January 2016  
**Jeremy Lloyd**

Secretary.....Date 20<sup>th</sup> January 2016  
**C. Margaret Taylor**

<b>AGENDA ITEM</b>	<b>DETAILS OF ACTION POINT</b>	<b>ACTION TAKEN</b>
3 (10)	Volunteer/s required to be Press Officer or to share the role.	KT to send a poster to all U3A Committees and members. <b>No volunteer has come forward.</b>
3 (13)	Information on Rural Social Isolation	JL to report. <b>Will be raised at a future meeting.</b>
4	Invoices for the subscriptions for 2015/16	<b>PS sent out Invoices 03.01.16.</b>
6	To bring information to support the opening of a new U3A at Mapperley and the possible impact on Nottingham & District U3A.	<b>See Strategy Plan attached for Approval by Network.</b>
6	To start a 3 year strategic plan and circulate to members as soon as possible.	<b>See Strategy Plan attached for Approval by Network.</b>
8	Information on recommended speakers to be sent to PE to go onto the Web Site.	Information from recent Speaker Seekers' Workshop. <b>MT to chase us asap.</b>
11 (a)	Greeters Judith Moore, Trish Tootell & Liz Wilson	<b>MEMBERS</b> Please ensure that you sign in upon arrival and inform the greeters if you will be leaving early.
11 (b)	Volunteers to back up Officers	<b>On Agenda</b>
	Who's Who Pack	<b>MT contacted Mary Morris of Dukeries who has agreed to help her. Will need 1 other volunteer to form a sub-committee. See Strategy Plan.</b>
	Name Plates	Officers to do before the next meeting. <b>Completed</b>
	More volunteers are required to help in the development team, setting up new U3As, workshops etc. It was suggested that a workshop could perhaps be organised on getting members to volunteer whether it be for U3As, Network or Region.	<b>ALL USAs TO ACTION. On Agenda</b>
<b><u>FROM</u></b> <b><u>AGM</u></b>	Sub-Committee to work together to review the Constitution and AGM Process.	<b>MT has contacted all members of sub-committee with documents and suggested time scales for the review to be completed. See update on Strategy Plan.</b>