

NOTTINGHAMSHIRE NETWORK OF U3As
MINUTES OF MEETING HELD ON WEDNESDAY 15th APRIL 2015

AT SHERWOOD COLLIERY WELFARE CENTRE, DUNSIL ROAD, MANSFIELD WOODHOUSE, NOTTS. NG19 7GD

PRESENT:-	<p>Chairman - Jane Pavier (JP), Vice Chairman - Jeremy Lloyd (JL), Regional Trustee - Michaela Moody (MM) Temporary Secretaries – Sherwood U3A - Josie Earnshaw & Margaret Taylor (MT) Notts. County Contact – (Keyworth U3A) - Jenny Greaves (JG) Development Team Leader - Karen Taylor (KT), Chairman North Notts. Neighbourhood Group – Rita Turner (RT) Arnold U3A Representative – Rosie Allen, Ashfield U3A Representative - Trish Tootell Beeston U3A Representatives – Marie Potts & Sue Blackley, Carlton & Gedling U3A Representative - Eric Rennie Cotgrave U3A Representative - Peter Binder, Eastwood & District U3A Representatives – Tom Hickinbottom & Ann McGillivray Edwalton & Gamston U3A Representative - Chris Shaw, Hucknall U3A Representatives - John Tedstone & Alan Snape Keyworth U3A Representative - Peter Edge, Mansfield U3A Representative –David Ling Nottingham U3A Representatives – Jan Bridgeman & Pat Smith, Radcliffe on Trent U3A Representative - Anne McLeod Retford U3A Representative - Lesley Sumner, Sherwood U3A Representatives – Chris Robb & David Bradley (DB) Southwell U3A Representative - Peter James, Worksop & District U3A Representative - Mary Mitchell (MaryM) Kath Oakley - Development Team (KO)</p>
ITEM 1	<p><u>WELCOME & APOLOGIES FOR ABSENCE</u> JP welcomed members and accepted apologies from:- Treasurer, Rita Foulkes (RF), Development Team Member - Paul Martinez, Arnold U3A Representative – June James-Barrett, Carlton & Gedling Representative - Ian Robey, Collingham U3A Representative - Dee Ashton, Mansfield U3A Representative – Mike Allen, West Bridgford U3A Representative - Denis Kitt & Worksop & District U3A Representative - Lorraine Wood JP thanked Sherwood U3A for hosting the meeting and Josie Earnshaw for taking the minutes.</p>
ITEM 2	<p><u>AGREE MINUTES OF THE LAST MEETING DATED 21ST JANUARY 2015</u> The following amendments were made to the last Minutes:- The date of the Meeting was ‘Wednesday’ and not ‘Monday’. Item 11(b) The line ‘It was felt that the vote was not representative of the county’ was removed. The Minutes were then agreed by members of the Network and signed by the chair.</p>
ITEM 3	<p><u>MATTERS ARISING FROM LAST MEETING NOT ON THE AGENDA</u> Item 3 – When any U3A enters into an agreement with a venue provider, especially a Church venue, it was strongly recommended that U3As check the insurance cover and be aware of their own individual responsibilities. A Venue Assessment Check List will be circulated. MM TO ACTION Item 11(b) – JP apologised that she had not actioned this point. Contact will be made to all Network U3As asking for their suggestions for a permanent venue for future meetings. This will go on the next Agenda. JP/MT TO ACTION</p>
ITEM 4	<p>JP had previously circulated her <u>CHAIR’S REPORT</u> which was accepted by the Network with no comments.</p>
ITEM 5	<p><u>TREASURER’S REPORT</u> In RF’s absence, MT read out the Treasurer’s Report. The Balance sheet, previously circulated, was accepted by the Network. RF was asked to contact the U3As whose subscriptions are still outstanding. RF TO ACTION. RF informed the Network that she was resigning as Treasurer and Member of the Nottingham Network and Development Team with effect from October 2015. KT proposed a vote of thanks on behalf of the Network, seconded by JL.</p>
ITEM 6	<p><u>EAST MIDLANDS REGION UPDATE</u> MaryM had previously circulated her report which was accepted by the Network with no comments. MM reported that there were now 7 Sub Committees on the NEC (National Executive Committee). The IT Sub-Committee has invited U3A members with technical skills to join them. Information was sent to Business Secretaries as part of the National office mailings about Management Information Systems. The National Training Team is expanding and will be directly involved from the Launch stage with new U3As until their first AGM. They will also run National workshops in various parts of the country. More help is needed by the Development Team to help with launching new U3As and the running of workshops. MM pointed out that some U3As were funding purely social events. It was stressed that Membership Subscriptions should not be used for activities other than those stated in the Charitable Objects/Purposes in the Constitution. She also reminded the Network that Committee members could only hold one officer post per committee and committee members could only serve on the committee of one U3A. As all U3As are charities it was stressed that the maximum reserve of any U3A should be 6 months running costs only. Note from MM Please see Page 9 Reserves in the “Information for Treasurers” which was updated in 2014.</p>
ITEM 7	<p><u>NOTTS. DEVELOPMENT TEAM</u> KT reported that Stapleford U3A had been “launched” and thanked local U3As and the local Authority Representatives for their help. Newstead U3A was next. KT stated that if any U3A are having problems with people</p>

	wishing to join their U3As that should contact her immediately as this could impact on where and when new U3As are set up in the future.
ITEM 8	<u>NORTH NOTTS. NEIGHBOURHOOD GROUP REPORT</u> RT reported that the 9 U3As in the Neighbourhood Group will be holding a “Picnic in the Park” at Rufford Park on Wednesday 1 st July from 10am to 4pm, providing stalls, entertainment and music. There is a £3 car parking charge and a question was asked if there would be a reduced charge for U3A Members? RT TO CHECK & REPORT BACK.
ITEM 9	<u>REPORTS BY U3A OF SPECIAL EVENTS</u> There had been no contributions. This will be put on the Agenda Item at all future meetings. MT TO ACTION
ITEM 10	<u>WEBSITE REPORT</u> - Peter Edge said there was nothing to report.
ITEM 11	<u>CO-OPTION OF A MEMBER FOR THE REGIONAL COUNCIL</u> JP confirmed that she had now taken over as Regional Secretary. She proposed KO take her place on the RRC until July 2015. KT seconded this and the Network agreed.
ITEM 12	<u>ANY OTHER BUSINESS</u> A) MT asked the Network to approve JG as the new County Contact with immediate effect. Network agreed. JG will contact all U3As with her email address. JG TO ACTION B) MT volunteered to be the Secretary until the AGM. Network agreed. C) DB - Sherwood U3A, queried why the planned U3A at Pleasley had been “shelved”. It was explained what work was involved in setting up new U3As especially as there were now many legal aspects to be followed and there were not enough trained members to carry out the process. Pleasley will be discussed at the next Development Team Meeting and a report given at the next Network meeting. KT TO ACTION D) DB - Sherwood U3A questioned the number of approved model constitutions. MM said that following the recent Constitution workshop she had put some notes on the website. She advised Network that only U3As who have an annual income of £5,000 or more will be able to be registered with the Charity Commission and receive a registration number upon acceptance of their Constitution. If their Constitution does not conform the individual U3A will have to go through the process of changing their Constitution to the 2012 Constitution which is now used. It was noted that all new U3As have the new Constitution but are not informed of Gift Aid until after their first AGM. E) DB - Sherwood U3A raised the subject of “Paid” tutors. There is an Advice Sheet issued by the Third Age Trust and extra advice can be obtained from the HRMC Web Site. It is the policy that no U3A can pay a tutor as they then become an “employer”. This information does not apply to speakers.
ITEM 13	<u>FEEDBACK FROM THE GROUP DISCUSSIONS AT THE JANUARY MEETING IN CONJUNCTION WITH INFORMATION PREVIOUSLY CIRCULATED</u> Group 1 –Communication - This Group had made several recommendations which it was hoped would be taken up by members of the Network. It was important that all changes of U3A Representatives and their email addresses are given to the Notts. County Contact promptly. It was emphasised that members should reply to the person sending the information and not to the County Contact and when replying the name of the U3A should be put in the subject line. It was agreed by the Officers that their email addresses could be published on the Network Web Site. Group 2 – Role of the Development Team - It was noted that there not enough volunteers to help with the new U3As. Proper training is needed because of the legal issues and the Network welcomed the expansion of the Training Sub-Committee to create specialists in setting up new U3As. The Development Team will discuss putting their up-to-date plan on future strategy on the Network Web Site and ensuring a full report is given at every Network Meeting, particularly if any decisions are made or recommended. KT TO ACTION Group 3 –Education Development & Support for existing U3As - Following the proposal made by ER - Carlton & Gedling U3A that similar groups from the County get together to “Share” good practices and ideas he sent round a questionnaire. He was advised that he could always send an email via the County Contact when contacting individual groups. It was advised that these meetings would be better called “Study Days” rather than “workshops”. It was hoped that whoever suggested a group that person/s would promote and organise the event. Group 4 - Education Development & Support for existing U3As - In 2016 Nottinghamshire is hosting the Conference in conjunction with Summer School at Brackenhurst College, Southwell. Interest was shown in holding a “Vibrant” Workshop. JP agreed to look into holding future meetings on another day. JP TO ACTION
	<u>DATE & VENUE OF NEXT MEETING</u> As no other U3A volunteered to “host” the next meeting JL proposed that Sherwood U3A again provide the venue and refreshments. The date of the next meeting is Wednesday 8 th July at 10am. SHERWOOD U3A TO ACTION The meeting closed with JP thanking the 2 Sherwood U3A ladies for providing refreshments throughout the meeting.

Chair.....Date.....

Jane Pavier