

7. Shared learning Report	This had been circulated prior to the meeting. Mandy was unable to attend. There were no questions.	
8. Regional trustee report	<p>This had been circulated prior to the meeting to. Together with Advice sheet 11.</p> <p>i. Michaela has become involved in a sleep memory course proposed by the University of Lincoln. A document relating to this had been previously circulated. Details can be found in the notes of the Development sub-committee 7 May 2014.</p> <p>ii. Induction of Trustees. A document had been Circulated prior to the meeting. Together with a form of eligibility which ALL U3A Committee members should sign, and all should be listed on the Charity Commission web site as Trustees.</p> <p>iii. Publicity event and start up grants have been increased to £200 from £100. Publicity event must be FREE and open to the public. This document.</p> <p>iv. Bids for public money are being requested for vulnerable adults policy. Michaela tabled a document devised by one U3A with assistance from national Office. See appendix A appended to these minutes. Michaela will send Margaret an email to circulate to all U3As send with ADVICE SHEET 1</p> <p>v. 4 new U3As in progress. Hope Valley (Derbys) Newbold Verdon (L&R), Eastwood (Notts) and Collingham (Notts)</p>	MICHAELA/MARGARET 8/5
9. Network Reports	<p>These had been circulated prior to the meeting</p> <p>Derbyshire: No questions.</p> <p>Leicestershire & Rutland: See Snibson Flyer already circulated. Open first to L&R U3As. If any spaces will be opened to others at the AGM and Conference.</p> <p>Lincolnshire: No questions.</p> <p>Northamptonshire: Asked to report back on multi ethnic initiative as other networks and U3As have similar problems</p> <p>Nottinghamshire: No questions.</p>	CYRIL
10. Conference & AGM report	<p>The notes from the last meeting together with additional AGM draft documents had been circulated prior to the meeting.</p> <p>i. Formal Notice of AGM amended address and deadline.</p> <p>ii. Draft Agenda for AGM: This was amended in various places and will be issued as soon as possible to all U3As with a deadline for proposals and nomination of 15th June.</p> <p>Item 5 -Nominations for Treasurer will be asked for a short statement for the RRC.</p> <p>Item 3. Affiliation fee will be called 'contribution to the Region'.</p> <p>INSERT any formal proposals received after item 4.</p> <p>Item 4. Reports to be submitted by 15th June to Margaret</p> <p>iii. STEWARDS. TO BE GIVEN THE BUFFET LUNCH FREE unless a delegate. (see numbers below) Michaela will arrange yellow sashes, and Margaret Badges. Margaret will supply requirements for Stewards to Carol & Hilary for them to find someone to recruit and manage on the day.</p>	<p>MARGARET</p> <p>)CHAIR – Hilary)TRUSTEE – Michaela)TREASURER – David)SECRETARY – Gill/Margaret)EDO – Liz</p>

	<p>iv. PERFORMERS. We are still waiting for lists. Margaret to chase up John and advise discussion re parking & lunches. Confirm delegate requirement if they wish to stay. Free lunch for Ise Valley (18); Market Harborough Handbells (12) Melton Mowbray Guitars (12); Worksop Steel Band (10) and Grantham Ukulele (25) Budget for 100 max total to include stewards</p> <p>v. SPEAKERS. Main speaker free delegates lunch - Peter Bingham from Swanland U3A. + 3. Speakers</p> <p>vi. Officers should register as delegates and pay, but can reclaim from Region as RRC officers on normal expenses if REQUIRED to be there for AGM.</p> <p>vii. 2015 Lincolnshire conference for next year will be discussed at Conference sub-committee meeting on 20th May. Suggested we have a debrief meeting after the conference. Date to be agreed at meeting on 20th as soon after conference as possible.</p>	<p>MICHAELA/MARGARET CAROL/HILARY MARGARET</p>
<p>11. Memory Course Update</p>	<p>No updated document had been received and Lynne was unable to attend. We send her our best wishes.</p>	
<p>12. Roles & Responsibilities</p>	<p>Various documents relating to RRC posts had been circulated. Most had been agreed at previous RRC meetings. 2 were still in draft form and will be deferred to a future meeting when those affected will be present. Meanwhile Margaret will send copies for comment to them</p> <p>i. Role of the Memory Co-ordinator – Lynne Cox ii. Role of Shared Learning Contact - Mandy Topp</p>	<p>MARGARET 8/5</p>
<p>13. AOB</p>	<p>1. PUBLICITY - Michaela suggested buying a gazebo (2 x 2 metres) for future publicise U3A. She had been quoted £350 including printing (heavy duty) It was felt this was too expensive. Standard versions are available but are less robust. Costs are about £60 + extras but cannot have printing. We should get at least 1 other quote before making a decision and then refer to RRC. We also need to consider storage (size/who/where?), ease of erection, travel to required locations, and ease of use. Treasurer confirmed that we do have the funds. Suggested 3. 1 for Leic. & Rutland/Northants; 1 for Derbyshire/Nottinghamshire; 1 for Lincolnshire. Initially buy 1 for Region. Asses the usage and benefits before buying more. We may be able to call on Publicity funds from Third Age Trust but event must be open to public and free for grant to apply.</p> <p>ii. Ratification by email in an emergency. Agreed by all that chair should be able to make a decision and consult if she feels it is appropriate.</p> <p>iii. Third Age Matters Q&A section was very helpful. A list of relevant documents relating to these would have been good. Michaela reported that a ring binder is being compiled for each U3A containing all the documents available on the web site to download. Updating is the responsibility of the</p>	<p>MICHAELA</p>

	individual U3A and will be key to its success. Suggest to Third Age Trust that a pdf file on the web available to download as well would be helpful.	MICHAELA
14.date of next Meeting	<p>A proposal had been tabled by the Development team to the effect that: <i>That the RRC should meet quarterly in August, November, February and May. The AGM & conference to be in July as now. Both the conference and Development subcommittees should meet on the same days as the RRC in the morning from 10:30 – 12:30, followed by full RRC after lunch from 1:30 – 3:30.</i> This would cut down on travelling expenses and also allow for the possible ratification by RRC of morning discussions by the sub committees. The composition of the 2 committees was discussed and agreed as follows:</p> <ul style="list-style-type: none"> - 1 of the 2 RRC representatives from each County on each sub-committee (Development and Conference Planning). <p>DEVELOPMENT + Reg EDO; Chair to chair; Shared Learning Contact; Assistant Secretary CONFERENCE PLANNING + Reg Trustee ; Pat Reeve to Chair; Treasurer; Secretary</p> <p>AGREED By ALL as above. Format to be quarterly meetings with subcommittee meetings in morning – 10:30 – 12:30 and full RRC in the afternoon – 13:30 – 15:30 Alternates to be invited to full RRC.</p> <p>Venue. NOT Use NTU again. David Suggested Best Western, Yew Lodge Hotel at Kegworth. He will send any details he has from previous enquiry to Margaret for circulation. Michaela will look at costs.</p> <p>Provisional dates for 2014/15 were agreed as: WED 6TH August 2014; Wed 5th November 2014; Wed 4th Feb 2015; Wed 6th May 2015. Margaret will advise all.</p> <p>The meeting finished at 15:30</p>	<p>DAVID/MARGARET</p> <p>MICHAELA</p> <p>MARGARET 8/5</p>

Appendix A

April 2014.

VULNERABLE ADULTS POLICY

All adults who may be vulnerable have a right to protection. Each U3A in the East Midlands Region will value, listen to and respect all adults who may be vulnerable and ensure that everybody feels welcomed, accepted and safe.

In addition we will encourage vulnerable adults to be as active as possible and contribute as much as they can to any U3A to which they belong.

U3As are self-help learning organisations for people in their third age who are no longer in full time employment.

Vulnerable adults who require assistance for their needs and wish to attend any U3A meetings and/or Interest Groups must be accompanied by an adult carer of their choice who is capable of assisting them with their needs, thereby ensuring their safety, comfort and well-being.

A carer accompanying a vulnerable adult to meetings does not have to be a U3A member and will not be charged for attending U3A meetings.

This policy document should be read in conjunction with Advice sheet 1: Accessibility for Disabled members.

AGREED