

**RRC Meeting on Wednesday 6th August 2014 13:30 at:
Nottingham Trent University, Clifton Campus, Room 103, Ada Byron Building, NG11 8NS**

Agenda Item	Note	Action
1. Present:	Pat Reeve (Vice Chair & Northants); Gill Childs (ass Sec); Mary Cearns (Treasurer), Lynne Cox (L&R); John Gillespie (Lincs Alternate); Annie Curtis (Northants); Jane Pavier (Notts); Mary Mitchell (Notts); Mandy Topp (shared learning Contact); Mike Benthall (Lincs); Geoff Belk (Visitor).	
1. Apologies	Hilary Wells (Chairman); Michaela Moody (Reg Trustee); Karen Highfield-Taylor (Notts); Elaine Lovell (Lincs); Tony Cook & John Redshaw (L&R); Carol Lockwood and Rod Brennan-observer (Derbyshire)	
2. i Confirm RRC appointments	a) Secretary – Margaret Potter The meeting agreed and thanked Margaret for stepping in when Gill was taken ill. b) Assistant Secretary – Gill Childs The meeting thanked Gill for her work as both secretary & Assistant and welcomed her back. Agreed. c) Treasurer – Mary Cearns who was introduced at AGM but required ratification. The meeting agreed. d) John Redshaw – L&R The meeting noted his election by his network. e) Annie Curtis – Northants. Currently an alternate but is willing to be a full representative. His requires ratification at the November network meeting.	
2.ii To Consider the position of EDO	NOTED that Liz Wilson had resigned for personal reasons at the AGM and the matter will be discussed in full at the November RRC meeting. The meeting wished to record their appreciation of all the work that Liz had done during her tenancy of the post. Margaret will write to Liz recording our appreciation. Comment was made that parts of the role should be preserved to ensure that education, training of new U3As, and liaison between the development teams was not lost. Everyone was asked to consider the document which had been previously circulated entitled 'proposal regarding the post of Regional Education & development Officer' dated 20 th July 2014. The role of Third Age Trust in appearing to take over various responsibilities from the region was raised. The matter will be added as an agenda item for the November meeting.	MARGARET Done 7/8 MARGARET Done 7/8
2.iii To consider representation and attendance at RRC meetings.	The matter of the number and timing of our meetings was raised due to the difficulty of the attendance at this meeting. It was decided to raise the matter at the November meeting. The feeling around the table was that we should continue with 4 meetings a year. The attendance expenses for the third alternative were also discussed. This will also be discussed at the November meeting. Items to consider are who might pay for alternates expenses, and the impact on our constitution if any.	MARGARET Done 7/8 MARGARET Done 7/8
3. Minutes of Previous Meeting 7 May 2014 & Matters Arising	These had been circulated prior to the meeting. Proposed Jane Pavier and seconded Pat Reeve. Agreed Item 2 (11.2) Has been discussed at a development meeting and a strategy will be developed to handle cross border issues. Jane will talk to Karen who is Notts Development Team Leader item 13 AOB – The Gazebo. Michaela has investigated and recommends that we do not proceed due to the costs and complications of its administration.	JANE

<p>4. Shared Learning Contact report</p>	<p>This had been circulated prior to the meeting. Mandy spoke to her report. 'RRC Report 10140806.docx' giving details of the links to other bodies and the work being undertaken. Further phases are planned. The first covers only 5 of the 12 years being transcribed. The transcription will be word for word but the web version will be 'tidied up' to make it legible and understandable. There are 10 members of U3A members currently involved. Shared Learning must involve another body, usually outside U3A but can involve another region. Anything entirely within a region is not classed as shared learning. The Regional Contacts meet together once a year in London. Mandy aims to develop a presentation to take around the region to help develop other projects. It was suggested that this first be given to the networks.</p>	
<p>5. Sleep memory Project</p>	<p>A paper had been circulated prior to the meeting. 'Sleep memory report Aug 2014.pdf'. Applications to join the regional workshop in October must be in by 1st September, but the list may already be full. Due to the level of interest it was hoped that two further workshops would be held in the spring. Lynne had expected a larger workshop so would investigate with Liz if they could move to a larger venue to accommodate more as she originally expected. However, it may be at the request of the Lincoln University link person who is thought to want a smaller workshop.</p>	<p>LYNNE 07/08</p>
<p>6. Network Reports</p>	<p>Those for Lincolnshire, Northamptonshire & Nottinghamshire had been circulated. None had been received from Derbyshire or Leicestershire & Rutland despite a reminder and there was no verbal report available from Derbyshire. Representatives were asked to make a note to arrange and submit a report at least 14 days before each RRC in the future. Communication between the RRC members and their network coordinators would be key to the process. Margaret was asked to remind network contacts of the timetable for meetings. (Copy to RRC) Northampton and Leicestershire & Rutland reported on the way in which they organise their network and development meetings. It was suggested this information be included by all counties in their next report. Mention was made of the training workshops for development team. Carol Millin was praised as an excellent trainer. Lynne asked that we remind U3As via county contacts of the Snibston Event.</p>	<p>RRC County Reps. MARGARET Done 7/8 LYNNE & MARGARET Done 7/8</p>
<p>7. Post Conference & AGM report</p>	<p>The following papers had been circulated prior to the meeting. 'Evaluation sheet results.pdf' and 'Notes conf sub com 2014 – 21.07.doc'. There were no questions on the evaluation sheet. Highlighted comments were that the participation did not include the delegates. We should use the notes from the post conference meeting in our first 2015 conference subcommittee. Mike felt that we could not wait until November to decide on a theme and venue. Pat suggested that the Lincolnshire group meet to make recommendations on the theme before that. Alternatives to the suggested theme which will be discussed at the November RRC were asked for. Mike felt that as we are having multiple sleep workshops it would be redundant as a theme for the conference. He considered a minority interest and not central to the aims of U3A. It was difficult to come up with suggestions here within the time available. We should be asked to go away and consider and put forward alternatives within a defined time scale if we disagree with the suggested theme of sleep and memory. The majority of those present were happy with the theme on</p>	

	<p>certain considerations. That we have an inspirational speaker and it includes breakout sessions. 6 in favour 4 abstentions none against. Mike will give Margaret information on venues to pass over.</p> <p>It was agreed that Mike will write a report re the suitability of the various venue options and it was agreed that Michaela and the Lincolnshire group could agree the venue prior to the November RRC when they would report back.</p>	<p>MIKE & MARGARET Done 06/08</p> <p>MIKE & MICHAELA</p>
8. Financial Report	<p>An up to date report had been forwarded by the outgoing treasurer and circulated the day before the meeting. The ex gratia payments to the performing groups was mentioned in the subcommittee notes and explained by Margaret. Only 1 group had not yet received their funds as we were waiting for their response for treasurer's details. The physical handover from David to Mary is still to occur. Margaret will now let David know that this can be arranged.</p> <p>The matter of 'donations 'or subscriptions' and how we request them will need to be discussed at the November meeting. Margaret will add to the Agenda.</p>	<p>DAVID & MARY</p> <p>MARGARET Done 7/8</p>
9. AOB	<p>Agendas – Margaret asked that members check the draft agenda each meeting and let her have additional items or AOB if they have any so that everyone can be prepared to discuss these.</p>	<p>ALL</p>
10. Date of next Meeting	<p>Wednesday 5th November at Nottingham Trent University Clifton Campus. Room to be confirmed later.</p>	