

**ASSOCIATION OF EAST MIDLANDS U3AS**  
**REGIONAL REPRESENTATIVE COUNCIL (RRC)**  
**MINUTES OF MEETING HELD ON WEDNESDAY 18 May 2011 AT CLIFTON CAMPUS,**  
**NOTTINGHAM TRENT UNIVERSITY, ROOM E121 – STUDENT SUPPORT CENTRE**

<b><u>PRESENT:-</u></b>	Chairman, Christine Baxter
	Regional Trustee, Liz Wilson
	Regional Ed. & Dev. Contact, Alan Morris
	Secretary, Margaret Potter
	Derbyshire Representative, Peter Golding
	Leicester & Rutland Representatives, a) David Kyle b) Richard Burdon
	Lincolnshire Representatives, a) Robin Gulliver, b) Joe White
	Nottinghamshire Representative, Roger Bennett
<b><u>ITEM 1</u></b>	<b><u>APOLOGIES FOR ABSENCE</u></b> Denise Rowe (Northants), Bob Carter (Treasurer) Pat Reeve, Northamptonshire & Jeremy Lloyd (Notts.)
<b><u>ITEM 2</u></b>	<b><u>APPOINTMENT OF SECRETARY &amp; DEPUTY TO THE RRC.</u></b> The secretary is retiring at the AGM due to relocation. It was suggested that the following be approached, Margaret Taylor (Sherwood U3A) and Annabelle Meek (Melton Mowbray). Liz W. will approach them both and advise us who will be nominated for which post, and arrange nomination emails. <b>ACTION LW</b>
<b><u>ITEM 3</u></b>	<b><u>MINUTES OF THE LAST MEETING</u></b> The minutes of the RRC meeting held on 26 <sup>th</sup> January 2011 were agreed subject to the following changes:- Item 6 –Southwark should read Southwell and Item 7 “buries” should be “buried”.
<b><u>ITEM 4</u></b>	<b><u>REPORT ON THE FINANCIAL POSITION OF THE ASSOCIATION.</u></b> The Treasurer, Bob Carter, has effectively handed over the financial matters to David Kyle due to health problems. He will be retiring at the AGM and meanwhile David will manage the accounts. The meeting offered an unreserved vote of thanks to Bob for his previous management and smooth handover. It was agreed that Margaret would write expressing our thanks. <b>ACTION MP.</b> Not only had he been Treasurer of this body but of the previous Association as well as playing a critical part in the formation of this body. David has been asked for the annual accounts from National so asked that we approve them so that he can submit them in support of the grant we received. They will be submitted with a proviso that although agreed by this Committee they cannot be approved until the AGM in July. <b>ACTION DK.</b> David proposed that we merge the two accounts as we no longer receive any significant interest. It was suggested that we might retain it as interest rates may improve, and it would be more work to open a new one again. David will investigate to ensure that closing it will not contravene any regulations or aims of the U3A. <b>ACTION DK.</b> It was decided to leave the responsibility to the treasurer. The papers were accepted by the meeting.
<b><u>ITEM 5</u></b>	<b><u>AFFILIATION FEES</u></b> This meeting needs to make a recommendation to the AGM. Funding from the TAT: We anticipate that in the year 2011/2012 we will receive a grant totaling £9,100. The National Treasurer’s paper on support for the Region was voted down by the NEC and at the Finance Committee meeting they agreed on a more flexible approach. Regions will be given what they ask for this year in two or three tranches, on time, and the Trustees will oversee their Regions grant. The £9,100 is allocated as follows but we can vire funds if necessary. The sum of £4,200 is to cover Field Worker’s Costs and will be retained nationally. The remaining £4,900 will be transferred to the AEMU3AS Bank Account. <b>ACTION DK</b>
	Liz was thanked for her work in acquiring such generous support. The regional trustee indicated the level of funding covers items including: committee meetings, web site, Regional Meetings, development team costs, EDC training costs (retained nationally), contingency, supply person/field worker costs (2 days), development support costs. The field worker will be employed and costs (including employment costs other than wages) administered by the Third Age Trust, but we will have full involvement in her/his appointment. The current EDO will still support those Regions which have requested their support. On our behalf Liz has not requested this. In future she will be the line manager for the new post.
	It was proposed by A. Morris that the RRC recommend to the AGM that bearing in mind the level of National funding for the Region for 2011-12, it will suspend the affiliation fee for that year. Seconded by J. White and

	agreed by the meeting.
<b>ITEM 6</b>	<p><b><u>ARRANGEMENTS FOR THE AGM &amp; CONFERENCE 22 JULY 2011</u></b></p> <p>Papers had been circulated to all U3As in April and so far 22 replies had been received. All RRC members were reminded to return their own registration documents and to chase up attendances. It was suggested that Liz send National Office a set of documents for mailing to each East Midlands U3A secretary and chairman as a reminder. This should include contact details for Margaret so that registration packs could be requested. <b>ACTION LW</b></p> <p>So far 22 registrations have been received and the cheques were handed to the Treasurer at the meeting. A reminder will also be put in the June newsletter. Margaret will contact Helen Davison to chase up Loughborough contacts for their requirements as she has still not received these from Jim Miller. <b>ACTION MP</b></p> <p>Nominations so far are A. Morris for Chair, D. Kyle for Treasurer* and J. White for EDC* (*nomination forms pending). An updated agenda will be issued with the joining packs to include county representation as well. <b>ACTION MP</b></p>
<b>ITEM 7</b>	<p><b><u>EDUCATION &amp; DEVELOPMENT REPORT</u></b></p> <p>Regional Study day 6 April: 114 people attended and the day was a great success.</p> <p>Regional workshop for committee members 11 May: This was also a success. Despite being a high risk event the general stock of the Region had increased as a result. It also attracted people from U3As some distance away and highlighted the activities of the Region. It meant contact was established with U3As not previously active in the Region. Many congratulatory emails were received by both Alan &amp; Liz who were congratulated on their hard work to make both events a success. Alan proposed that we do not let this lapse but look at a plan for future events at the next RRC meeting. Events take a great deal of input from the organisers so we should ensure that a small team is constituted to arrange these and that they are manageable in light of our experience so far. East Midlands Action Sub Committee: Other events are being considered including some of a social nature. Joe White left the meeting due to another commitment. We then broke for lunch.</p>
<b>ITEM 8</b>	<p><b><u>NEC REPORT</u></b></p> <p>This had been previously circulated. After some clarification there were no questions relating to it. Liz also reported that the Trustees now had the results of the survey, and the next 3 meetings would cover the future of the trust and a 5 year plan. She also had the detailed results from the Regional responses. These results were not available to download from the web site. It was regretted that not all distributed documents were available on the web site as a general rule. As soon as they have been accepted Liz will arrange for them to be distributed. <b>ACTION LW.</b> She also reported that she had attended a training day on starting new U3As. Terry Hardie recommended that notes on budgeting be created for new U3As with an example of a balance sheet. We suggested that they also be sent to all new Treasurers. Liz will refer this back <b>ACTION LW.</b></p> <p>Regarding new U3As and the change to EDO roles, she had suggested that the National Trustee should become responsible for confirming that new U3As had been set up correctly, and sign off the start up.</p>
<b>ITEM 9</b>	<p><b><u>EAST MIDLANDS STRUCTURE REVIEW WORKING PARTY REPORT.</u></b></p> <p>The following had been circulated: an outline of progress to date: the Working Party's membership, terms of reference, its questionnaire and details of the U3As which had replied. The subcommittee comprised Helen Davidson (Charnwood U3A &amp; Chair) Liz Wilson (NEC) Robin Gulliver (Lincolnshire), Roger Watts (Derbyshire), and Annie Curtis (Northamptonshire). Lynne Cox (Whitwick U3A) had been appointed as Secretary to the group. The U3As that have not responded to the questionnaire (which comprise a majority) would be reminded again.</p> <p>Some members of the RRC referred to the content of the questionnaire. For example, without a clarity about U3As' involvement with either/both their Network and the Region it was difficult to judge their responses to questions about what they thought were the benefits and disadvantages of the RRC and Networks to their U3A. If they had had no involvement how could they judge? It was suggested that Alan or Christine might discuss this matter with the Chair of the Working Party. Members also felt that U3As' views might be different if they were to answer the questionnaire after some of their members had taken part in the Regional events held recently: the Study Day and the Workshop for Committee Members. As it will now be too late to make any recommendations from the RRC to the AGM, those present will be advised that the review is taking place and that further reports will be forthcoming. It was suggested that perhaps members attending the AGM could be asked for their views. However it was agreed that might cause confusion in handling the data and should not occur. In conclusion, it was decided to make clear that we had noted and very much appreciating the hard work put in by the group already. Alan Morris was asked to contact the Chair of the group, Helen Davison, to talk through the matters raised by the RRC. <b>ACTION AM</b></p>
<b>ITEM 10</b>	<p><b><u>REPORTS FROM COUNTY NETWORKS</u></b></p>
b)	<p>Leicestershire</p> <p>Liz reported that their Network meetings managed the business information first and then split into groups to</p>

	discuss agreed topics before reporting back. This was very beneficial and resulted in much networking and cooperation.
c)	Lincolnshire It was noted that their hard working secretary & county Contact – Christine Anderson, had moved out of the area. She had worked extremely hard and left a hole difficult to fill. In the absence of a single volunteer they will work with a peripatetic system across the 3 Network groups for the foreseeable future. They have appointed a single County Contact. Their new Chairman is Rosemary King, who is very experienced. They sometimes have useful speakers at their meetings.
d)	Northamptonshire There was no representation so no questions could be asked. It was noted that they have been very active and has led the way in respect of contact with their local university. It was suggested that we ask them to talk to us at some stage about this.
e)	Nottinghamshire They now regularly hold workshops for new group leaders which are very successful. It was noted that some U3As had closed their membership lists but this was now under review. There is also a very active North Notts. Neighbourhood Group.
<b>ITEM 11</b>	<b><u>REGIONAL NEWSLETTER</u></b> Regional Newsletter. This was now available on the web site and could be downloaded and distributed from here as well as the 5 copies received from National. Alan felt that 18 pages was too long but he did think it was a very good publication. The response had been very encouraging this time, hence the larger content. The next issue is hoped to be available by the end of June/beginning of July. It would be nice if copies could be available for the AGM to distribute. Liz will approach National Office about this <b>ACTION LW</b> . Margaret will try and arrange for it to be added to the Regional web site <b>ACTION MP</b>
<b>ITEM 12</b>	<b><u>REGIONAL WEBSITE</u></b> RRC members had been asked to check their County entries and no comments had been received. Margaret apologised that no statistics were available but would circulate them when she received them from the web master. <b>ACTION MP</b> It was noted that the web master had done a splendid job in maintaining the site. Margaret has recently renewed the domain name and hosting licence. It was suggested that page of member U3As have an 'updated' date added. Margaret will approach Richard. <b>ACTION MP</b>
<b>ITEM 13</b>	Dates for RRC meetings in following 12 Months: (e-mailed to NTU 04/04/2011) Wednesday 14 September 2011 Wednesday 11 January 2012 Wednesday 9 May 2012 Friday 20 July – Conference & AGM Joe white not able 14 Sep and wants AGM earlier. Margaret pointed out that the dates had been decided and agreed at the last meeting and she felt they should not now be renegotiated. However, she had not yet had confirmation from the university and would be pursuing it. <b>ACTION MP</b> . It was suggested that the officers could approve the arrangements for the AGM in future, and the working party share out the physical tasks involved so that the secretary is not trying to do most of the work as well as arranging the May RRC. The dates reflect the constitution and could be balanced if this is changed by the review committee. It was agreed to confirm the dates for now and to discuss with the new secretary when she is appointed. <b>ACTION CB</b>
<b>ITEM 14</b>	Matters arising: Item 7 – Liz reported that a subcommittee had been appointed from the NEC to discuss the location of National Office but she was not a member of the group.
<b>ITEM 15</b>	<b><u>ANY OTHER BUSINESS</u></b> There was none. The meeting closed at 2:45.

Circulated 09/06/2011 (Prepared by Margaret Potter)

PROPOSED.....SECONDED.....

CHAIR.....DATE 14.09.11.