

Thames Valley Network



Minutes of the U3A Thames Valley Network Representatives' Meeting held at Benson Parish Hall, OX10 6LZ on Friday 5th May 2017

1 Present:

Committee: Susie Berry, Chairman (Ridgeway); Avis Furness, Vice-Chairman (Reading); Agnes Budagowska, Treasurer (Swindon); Anne Marie Lord, Secretary (Chinnor & District); Len Smith, website support (Wokingham); Patsy Thornton, Events (Wokingham), Derek Randall (Thame & District), Gill Le Du (Henley).

Representatives: Fay Sinai (Abingdon), Norman and Esme Dutton (Banbury), Helen Tonks, Derek Jackson (Bracknell Forest), Ian and Josephine Wright (Carterton), Rosie Hetherington, Frances Wells (Chinnor & District), Chris Jones and Anne Holmes (Didcot and District), Peter Foot (Faringdon), Gillian Thomas, Ann Walsh, Bob Edwards (Goring Gap), Sandra Matthews, Christine Townsend, Mike Price, Ann Powell (Greater Thame), Jerry Michell (Haddenham), Sheila Allcock (Headington), Jean Myhill (Maidenhead), James Wright (Marlow & District), John Taylor (Newbury), Gillian Wilkinson and John Culling (Princes Risborough), Jane Sellwood and Mary Butcher (Reading), Pat Fewell, Angela Jacob, Annette Thompson (Ridgeway), Colin O'Rourke (South Bucks), Avril Muirhead (Swindon), Neil Kelly (Thameside, Wallingford), Mike Morphy, Jill Procter, Mike Morfey, Marilyn Dwer-Lynch (Wallingford), Joan Ford and Malcolm Wetherill (Wantage and Grove), John Smith (Wendover), Beverley Birmingham (West Oxford), John Wiggins (Windsor), Jane Clarke (Witney).

2 Minutes of the last meeting (7th February 2017). These were agreed as a correct record.

3.0 Matters arising.

9 of 07/02/2017 Report on feedback re First Aid at U3A meetings....as no representatives were present from Chalfonts U3A this will be deferred to the July Reps' meeting. Reps were reminded that if their U3A has a plan regarding first aid at meetings if they let Chalfont know then the information can be collated for a brief presentation.

4.0 Chairman's report.

Susie will Circulate the paper from the working group on the Consultation Process.

The TVN Workshop in November will be paid for by the NEC. The current suggestion for 2017 is "Speakers". It was noted that the NEC have stopped running workshops on "Managing your U3A"

It was suggested that U3As be consulted about ideas for future workshops, these will be welcomed for 2018.

Responding to a request for information on the history of TVN made at the last Reps' meeting Susie said there was some information on the website and a potted history will be put together for another meeting.

5.0 Treasurer's report

As the TVN newly elected Treasurer Derek gave a brief summary of his background. Before retiring he had been a Chartered Surveyor. On retirement he joined Thame & District U3A and had been their Treasurer for 16 years but he emphasised that is not an accountant or a bookkeeper.

As the committee had agreed last year that accounts would not be produced at this quarterly meeting he gave a verbal report.

As at 31st March there was just over £8000 in the bank including the £2000 contingency fund leaving just over £6000 with no monies outstanding. At the end of April there was £10000 in the bank, with £2000 contingency and £3000 held for future Events leaving a surplus of £5000.

6.0 SE Region Trustee's Report

As Hilvary was unable to attend this meeting her report was read by Susie.

6.1 Hilvary's term of office ends in August, if anyone is interested contact Hilvary. There is a document "The role of the **Regional Trustee**" which Hilvary can send electronically.

6.2 Dates for meetings/ conferences

May 9th National Communications Workshop at Chandlers Ford

May 10th SE Forum Conference "Learn, Laugh and Live" East Grinstead

May 22nd meeting in London for anyone interested in becoming a **Regional Volunteer or a Research Ambassador.**

It was noted that Colin Mitchell is a Research Ambassador in TVN.

June 8th Creative Writing Workshop Hextable, Kent £10 including lunch.

To book <https://se-u3a-creative-writing.eventbrite.co.uk>

June 19th-22nd SE Forum Summer School see SE Forum website for courses on offer.

July 5th SE Region Research Conference "U3A & Research" at Royal Holloway College Speakers Dr Matthew Smith and Dr Zara Bergstrom, presentations of research completed or on-going by 6 U3As, choice of workshops. 10am -4.10pm cost £5

To book <https://se-region-conference.eventbrite.co.uk>

Hilvary concluded her report by writing that it had been a pleasure working with us all.

It was noted that Patsy is involved with Shared Learning Projects.

It was confirmed that the SE Region website is active with a link to the TVN website and some of our Study days are now receiving applications from outside TVN.

7.0 Network Activities

7.1 Events Team Report

Patsy reported that the events Team have been overwhelmed by the response to Study Days much of which seems to be down to better communication in U3As with TVN Reps encouraging speedy promotion of events.

Future Study days will be planned to a tighter budget in order to minimise a surplus, lunch will be included to simplify booking /organisation.

See website for dates, members are advised to book as soon as booking forms are available.

The Social History day in March was a very good day.

Heritage Crafts and industries at Wokingham was an interesting day.

7.2 Future Events:

May 17th Social History day

June 23rd Einstein 95 applications have been received, there are still a few places left.

July 5th Research Conference at Royal Holloway College. Arranged by the SE Region £5 including lunch. See Regional Trustee's Report.

August 10th Kelmscott Manor (3rd visit) full . Currently there are 20 people on the waiting list, please let Patsy or Gill know if anyone would be interested in the same event if it is run next year.

Sept 28th Crop Growth and Climate Change at Benson.

October 8th Gilbert and Sullivan at Harwell. 32 applications have been received.

November 15th Archaeology Day Look out for details.

7.3 Marlow was congratulated on having a "hot-line" to members re Study Days, it has been noticed by Events organisers that members respond rapidly.

Communication can be set up through Google for non-profits, register to confirm as a Registered Charity. A domain name can be bought for £8-£9 annually and then batches of up to 500 e-mails can be sent at any one time with no daily limit.

This could be an agenda item for the July meeting. Please send any ideas/information to Susie.

7.4 Sunday 4th July Festival of History at Royal Holloway This is not a TVN event. Details can be found through Royal Holloway.

7.5 Citizens 800 Project- a shared learning project with Royal Holloway College.

Patsy Thornton is the Shared Learning Projects co-ordinator for the SE Region. This project is still open for U3As/individual members to become involved. Researchers are supported by Dr Matthew Smith. Please contact Patsy. A website is being set up. The Project will be a National Project with Lottery funding.

Anyone interested in running or assisting with a Study day or with ideas for Study days please contact Patsy.

Susie thanked Patsy for all that she does in the Events Team.

8.0 Collaboration between small groups of U3As – Mike Price CHATTR

CHATTR was set up following the successful TVN Conference of 2008 arranged by this group of U3As, Chinnor, Haddenham, Thame and District, Greater Thame. It is a useful way of keeping contacts going, usually the Chairman plus one other rep., and is a forum where issues and advice can be shared. Ridgeway was invited and joined when that U3A was set up. The group became CHATTR. Some half-day information days have been held and a Community stall has been taken at Thame market to promote and raise awareness of U3A, Speaker secretaries have met to compare

ideas, reciprocal group membership has been agreed based on there being a place in an interest group and that the host U3A's members are not prevented from joining the group. This is possible because all groups are self-funding and not subsidised by the U3A itself.

Although some have been sceptical about "yet another meeting" most have recognised the value of the discussion and support that takes place.

Comments from Reps. included a recognition that this was useful for comparing notes, the three Oxford U3As have organised 2 Study days and these had relied on Chairmen agreeing to maintain contact.

The question of insurance was raised: a non-member can attend once but would need to become a U3A member if attending again.

If Interest groups are full then that U3A needs to encourage a member to set up another group.

9.0 Network Information

9.1 Speaker's Database This is now amended and ready to be sent out. Avis asked that U3As continue to send comments especially about e-mail addresses that do not work, additions and deletions. The list now has a comments column listing U3As who recommend a particular speaker.

9.2 TVN Contacts List This has been sent out and responses have been received from most U3As.

Please let the TVN Chairman know if your U3A has a change of contact.

9.3 Events Contact List Maintained by Mike Price with input from Patsy. Members can join the Events List via the website.

9.4 Website Len reported 504 hits in March, 279 in April and 62 to date in May.

He encouraged Reps and U3As to look at the events programme on the website for information re Study days.

10 AOB

i/ With regard to Hearing Loop systems in halls some newer digital hearing aids adjust themselves and do not need a loop. Contact John Wiggins chairman@windsoru3a.co.uk

ii/ Following an incident at a TVN U3A reps were advised that insurance cover does not apply if an accident at a U3A event/meeting is a result of another person's negligence. Public Liability applies if a U3A member causes a problem for someone else. If an incident is not covered it may be covered by the venue or personal liability insurance.

iii/ A warning was given re payments of invoices by Treasurers. Double check the account and details before making any payments especially on-line as these can be incorrect and part of a scam.

11 Membership Database Management

John Culling (Princes Risborough) gave a presentation of a Membership Database that he has developed using 2010 version of Microsoft. It is a desktop application with a logical structure using modules.

John demonstrated the different screens and data entry. These can be activated according to how any one U3A wishes to use the database.

There is a 60 page manual and the database has a secure log-in sequence with access agreed by the U3A using the System. It is devised to be kept on the hard drive of one machine with access for others via "Team-viewer software".

The system is self-supporting.

The database is offered free but once up and running the U3A is asked to make a donation to a charity chosen by John. Where a U3A operates Gift Aid John would need to speak with that U3A's Treasurer.

John's presentation was warmly received with many U3As expressing an interest.

Susie thanked John for his presentation and thanked all Reps for coming to the AGM and to this meeting.

The meeting closed at 12.55.

Date of next Reps meeting

Thursday 27th July at Benson Parish Hall. 10am for 10.30am followed by lunch if pre- booked (£6)

Friday 27th October at Benson Parish Hall

NB Please respond when the agenda is sent out, apologies are appreciated just as much as responses indicating who will be attending and requests for lunch. Thank you.

date

Chairman

15/05/17

Useful details:

TVN www.u3atvnetwork.org.uk

SE Region <https://u3asites.org.uk/south-east>

SE Forum <http://u3asites.org.uk/southeastu3aforum>