

**THE UNIVERSITY OF THE THIRD AGE
NORTHWEST REGION
NEWSLETTER NOVEMBER 2017 No 49**



<i>IN THIS ISSUE</i>	<i>PAGE</i>
ACTING CHAIR'S MESSAGE	2
TRUSTEE NEWS AND TOPICS	3 - 4
FORTHCOMING EVENTS NWREC, NETWORKS, NATIONAL	5 - 7
RECENT EVENTS AROUND THE REGION	8
FREQUENTLY ASKED QUESTIONS	9

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PRINTER PROPERTIES - COLOUR MANAGEMENT.
WORDING MAY DIFFER**

ACTING CHAIR'S MESSAGE



will be "Your Best Ever AGM". This is a revival and update of the very successful event we ran a few years ago. On that occasion, I played the role of the hapless (or was it hopeless?) Treasurer of Much Wittering in the Marshes U3A. This will be held in Preston on Wednesday 28th February. Details will appear on our website in the near future and are in this Newsletter, pages 10/11 .

Best wishes

A handwritten signature in black ink that reads "N. D. Stevenson". The signature is written in a cursive style with a horizontal line underneath the name.

Neil Stevenson

Last month I attended an excellent Health and Wellbeing conference in Lancaster. A summary of each speaker's presentation is on our website. To find them, go to the "Events" page and click on "Health and Wellbeing Conference" in the top right hand corner of the page. Congratulations to Gill Baynes and all those from Lancaster & Morecambe U3A who helped to organise the event.

At the conference, the question of diversity in U3As was raised. Members of the committee have met with the person who raised this to discuss possible ways forward. We hope to develop a programme to help U3As to identify ways to address this.

It only seems a few weeks since I was at our Summer School, but we are already planning for next year. Presently, we are inviting tutors to propose courses for our 2018 Summer School. However, I am able to tell you that, once again, we will be at Newton Rigg College in the Lake District. Given that 86% of those who attended this year said that they will be attending next year, this should be no surprise. The dates are Tuesday 28th August to Friday 31st August. I hope to publish full details and booking arrangements on our website in January.

The regional team are working on our programme of events for the coming year. Our first event of 2018

TRUSTEE NEWS AND TOPICS



know they were obliged to follow them. It is the responsibility of the Committee to ensure that this information is available.

The details are in the Committee Reference File,



It's all in the BLUE folder

In my many trips around the North West I hear about some of the management problems which our Committees deal with, many of them linked to our charitable purposes.

The Charity Commission's recent newsletter gives details of a new Code of Governance. It says that *'Good governance is no longer an optional extra. Charities need to be able to demonstrate that they take it seriously, allowing it to change the way you operate.'* (Charity Commission newsletter)

The new Charity Governance Code has 7 principles: **Leadership; Integrity; Decision making; Rise and Control; Board effectiveness; Diversity; Openness and accountability.**

When a new U3A is formed the committee signs to say that they will ensure their members abide by the Objects and Principles of the U3A movement. Unfortunately as time passes this agreement slips into the background and is forgotten or ignored. I recently ran some workshops at which people said they had never heard of the Objects and Principles and didn't

which every U3A possesses, and are also available on the National Website. Please try to take some time to read them and remember that we are all part of a large organisation whose main aim is to encourage life-long learning and that we are also part of a charity which must adhere to Charity Law.

Remember that help and advice is always available either from myself or from National Office.

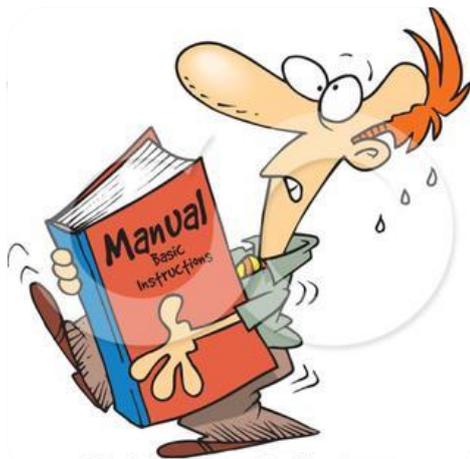
Gill Russell

NW Regional Trustee

TRUSTEE PRACTICAL TOPICS

Trustee Induction

In her talk about 'Gruesome Governance' at the National AGM the guest speaker, Jo Coleman mentioned the importance of Trustee Induction. This is an important part of good governance really needs to be done but many committees choose to avoid it. The process is set out in the Committee Reference File but you can also call me and I will come and help. This process should be done soon after an AGM (see new Workshop being offered in February in Preston for AGM and the future)



when new Trustees have been elected but it is a good idea for experienced Trustees to attend as well, in order to refresh memories.

The Trustee Declaration form is also important. It goes into your management file until the Trustee retires and is rarely needed unless the Charity Commission requires information.

Finding New Committee Members

Have you ever stood at the front of a meeting and asked for people to volunteer for a committee position?



And has the response more often than not been negative? If you want

people to join the committee don't leave it till the last minute. Ask them directly. If you encourage them to get involved in small ways they are more likely to see that being a committee member is not a threat.

How can they help? By becoming 'Meeters and Greeters', helping with refreshments, helping to plan meetings and events.....and more. I would be interested in hearing from groups who don't have problems with finding committee members. (I know they exist!) Maybe we could come up with some useful ideas.

SUBJECT NETWORKS

As many of you know. I am a great believer in networking. In the North West we have a lot of networks and if you don't belong to one please think about joining or creating one with neighbouring groups as it's a useful way to get updated information and to share problems and good practice.

Subject networking is an extension of this. It is not a new idea but it has taken a bit of a back seat until recently. Two areas of the NW Region have organised language study days and some of the members have indicated that they would like to stay in touch. Members of an archaeology group at the Regional Summer School are also keen to maintain contact. If you have any thoughts and ideas please let me know.



NW REGIONAL COMMITTEE

WEBSITE REGIONAL SPEAKERS LIST

Please note that the speakers on the list are NOT approved by the Regional Committee. We do not book them or negotiate fees. The list has been created from recommendations made by U3As but the Regional Committee has not vetted them in any way. It is important that individual groups contact the speakers to determine suitability and cost. If you have enjoyed a speaker not on the list, please contact myself or a member of the Regional Committee so their name can be added.



Lunch is not included but we hope to serve mulled apple juice and mince pies. The day will begin with a performance by Andrew Wilde supported by the North West Music Trust. Andrew has been a guest at many U3As and has an excellent reputation for his presentation and performance. He's also promised he won't repeat a recent performance!

After lunch there will be workshops for ukulele, recorders, singing and music appreciation. The practical workshops will result in a short performance before the afternoon refreshment break. The music appreciation workshop will look at ways to create groups without the benefit of a specialist.

We will end the event with a presentation by Chris Devereux from Southport U3A who will perform music from different periods on a variety of unusual instruments. The ukulele and recorder groups are proving very popular but I would like to encourage more singers and more people interested in organising music appreciation. Details and registration form are available on the Regional website or contact me for more information.

gillruss71@gmail.com or
gillian.russell@u3a.org.uk

FORTHCOMING EVENTS

REGIONAL WORKSHOPS

Music event : December

11th

10.30 – 16.00 Quaker

meeting house,

Liverpool Cost £8

NW REGIONAL WORKSHOPS

February 2018 'Your Best Ever AGM'. Come and join Much Wittering in the Marshes as they prepare to hold their AGM – and spot the deliberate mistakes! This workshop is being repeated by popular request. More details are contained in a separate flyer, with full information on how to apply, and on the website.



Yes, the plans are already progressing well. The majority of the courses are agreed and the final few are being considered. We hope to have more details ready for the January newsletter and once arrangements are finalised the information will go onto the regional website.

Inclusiveness Day.

This event was organised because many people found the last one very useful and others asked for it to be run again as soon as possible. We planned it in Warrington again as we knew that there was some useful equipment there for people with hearing loss. Sadly the event had to be cancelled because only nine people registered. We might try again next year.

THESE Workshops are organised by NW Region and/or Networks. Details are available in future newsletters, Flyers and on the website when appropriate. All of our workshops are developed from members' suggestions, which we welcome.

YES, IT'S COMING.....SAVE THIS DATE

**U3A NORTH
WEST**



REGIONAL SUMMER SCHOOL 2018
NEWTON RIGG AGRICULTURAL COLLEGE,
NEAR PENRITH AUGUST 28TH – 31ST

AROUND THE REGION!

FORTHCOMING EVENTS

AROUND THE REGION

There's a lot going on around the Region. Much of it happens quietly and we never hear about it but sometimes as NW Trustee I get some really interesting stories. Many U3As don't like to look at events or ideas outside their own groups but for those that do the results can be inspirational.

Active Research

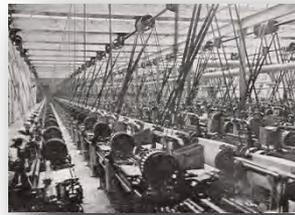
If you read the October edition of Third Age Matters you would see that active research is being strongly promoted. Anyone can be an active researcher. You don't have to have an academic background. In fact if you have planned a holiday or made a new purchase you have probably undertaken research without even realising it! If your U3A is undertaking any form of research please tell me about it.

The Greater Manchester Network has been developing a research project called 'Cottonopolis' which is based on the



phenomenon of the world's first industrial city - known as 'Cottonopolis' since 1812. It will include

many areas of research such as transport, music, art, health and craft: those aspects of life which have been - and continue to be - shaped by the development of the city of Manchester.



The project is aimed at co-ordinated research activity among its constituent U3As and it is hoped that it will include some collaboration with the University of Manchester.

To see their progress so far go to <https://cottonopolis.weebly.com/>

Archaeology in the North West.

Archaeology group: Following an Archaeology course at the North West Sumer School this year, the members decided that they would like to stay in touch to learn more and share the learning. They have suggested forming a Regional archaeology group (a subject network).

The Vikings: Rediscover the Legend. In April (date to be confirmed) a mixed group from several U3As will be visiting this British Museum exhibition during its showing at the Atkinson Gallery in Southport. It is a touring exhibition from the British Museum. In addition to a tour of the exhibition we hope to have a lecture by a visiting speaker. U3As will get a discounted entrance fee.

Both of these activities are being organised by Maggy Potts. If you would like to contact Maggy please use the following email address but indicate which subject

members.buryu3a@gmail.com Subject: Archaeology group or Vikings

RECENT EVENTS



Language workshop



Encouraged by a successful Language workshop in Deeside and Wirral network, John Eakins organised a similar event in Lancaster. The event encouraged Language groups to share experience and resources and promote language learning in their U3As. The members who attended are considering maintaining regular contact.

U3A University Challenge?

The Lancs-Merseyside and Greater Manchester



networks have both recently organised a quiz for their members.

One event formed teams on the day. The other is encouraging U3As to form their own teams. Either way, it's a challenge to the grey matter and a great way to have some fun in the process.

Intergenerational Shared Learning Project

Knutsford U3A has been involved with a project involving students from local senior schools. Both groups say that they have found the experience helpful and they have all learned from each other. The project will continue and other groups from the South Cheshire network are considering taking it on.

Health and Well Being Conference

held in Lancaster and organised by Gill Baynes with support from the Lancaster and Morecambe U3A. There were some excellent speakers and the event was well supported. Some of the presentations can now be viewed on the Regional website.

Thanks to Gill and her colleagues for an interesting and informative day.

FREQUENTLY ASKED QUESTIONS



either become a member or provide their own insurance. If you decide to make the tutor an honorary member please remember that you must pay their capitation fee as this is what validates their insurance.

Based on a previous article in Third Age Matters, and questions Gill gets asked when she visits U3As, she is going to try and include some Frequently Asked Questions – and their answers – in some of our future newsletters.

We are a registered charity. Do we have to display our registration number?

Yes. Not all U3As are registered with the Charity Commission but those who are should display their registration number on all documents, including your Constitution.

When we are preparing for our AGM we put a notice on the chairs at the monthly meeting. Is this okay?

It's okay for the people at the monthly meeting, but what happens to everyone else? You are legally obliged to tell all your members by whatever means possible.

We put our notice on the website. Again okay, but do all your members know it's there and do all your members use the website?

We have an unpaid voluntary tutor who doesn't want to join the U3A. Are they covered by U3A insurance?

It's great that people are willing to offer their services for free but I'm afraid they are NOT covered by U3A insurance unless they are members. Our insurance is for member-to-member. So an unpaid voluntary tutor must

Registered Charity number 1159091



THE BEST EVER AGM



WEDNESDAY FEBRUARY 28, 2018

SAVOY SUITE1, PITT STREET, COUNTY HALL, PRESTON, PR1 8XJ

10.30 FOR 11.00

**COME JOIN MUCH WITTERING IN THE MARSHES FOR THEIR AGM AND SPOT THE DELIBERTAE MISTAKES.
PRESENTED BY MEMBERS OF THE NW REGIONAL COMMITTEE WITH THE REGIONAL TRUSTEE FOR ANYONE INTERESTED IN U3A MANAGEMENT**

PROGRAMME

10.30	11.00	Registration and Refreshment
11.00	11.15	Welcome and Introduction
11.15	12.30	MUCH WITTERING U3A AGM
12.30	13.15	Lunch (Not Provided)
13.15	13.55	Session 1
13.55	14.35	Session 2
14.35	14.50	Refreshment Break
14.55	15.30	Session 3
15.30	16.00	Plenary Session and Close

Afternoon Breakout Sessions will consist of discussions on

PREPARATION FOR THE AGM

MANAGING THE MEETING

THE CONSTITUTION



Registered Charity number 1159091

www.usasites.org.uk/north-west

Your Best Ever AGM

(Come and Join Much Wittering in the Marshes USA for their

AGM – and spot the mistakes)

Wednesday 28th February 2018. 10.30 a.m. – 4.00 p.m.

at

**Savoy Suite, Pitt Street, County Hall, Preston, PR1 8XJ
(opposite Preston Station)**

Who is it for? – Anyone interested in the management of their

USA

PROGRAMME

- 10.30 – 11.00 a.m. Refreshments and registration
- 11.00 – 11.15 Welcome & Introduction
- 11.15 – 12.30 Much Wittering AGM
- 12.30 – 1.15 Lunch – bring your own or eat at one of the local cafes
- 1.15 – 1.55 Discussion session 1
- 1.55 – 2.35 Discussion session 2
- 2.35 – 2.50 Refreshment break
- 2.50 – 3.30 Discussion session 3
- 3.30 – 4.00 Plenary and close

The afternoon breakout sessions will be:

Planning for the AGM

Conducting the Meeting

The Constitution

Please note, lunch is not provided. Bring your own or use nearby cafes.

There is a café at the venue and there are several other eating places nearby.

Registration Form

Please return by January 17th 2018

North West Region of USAs

Your Best Ever AGM

Wednesday 28th February 2018

Name:

Address:

Telephone

Number:

Email:

USA:

There is no charge for this event

**Please return your registration form as soon as possible to
Margaret Roe, 18 Castle Grove, Ramsbottom, Bury, BL0 9TF**

For more information please call

01204882756

Email: margaretroe1@btinternet.com

You can also register online or download this registration form on the Regional Website at www.usasites.org.uk/north-west