

Contents

THE U3A MOVEMENT

The U3A Story
The Third Age Trust
Vision and Mission Statement
Objects and Principles
Principles of the U3A Movement
Terms of Membership of the Third Age Trust
Use of the U3A Trademark
Paid Tutors: Advice to U3A Committees
Benefits and Services provided by the Trust
Resource Centre
Subject Advisers
Direct Mail – Third Age Matters
Networks and Small Groupings of U3As
Workshop Grant Application

TRUSTEESHIP

Summary of Trustee Duties and Responsibilities
Induction for New Trustees
Trustee Code of Conduct for U3As in England and Wales
Declaration of eligibility for a newly appointed trustees (Charity Commission)
Trustee Eligibility Declaration (Charity Commission)
Trustee Code of Conduct for U3As in Scotland registered with OSCR
Declaration of Eligibility for Trustees of U3As registered with OSCR
Trustee Code of Conduct for U3As in Northern Ireland registered with CCNI
Declaration of Eligibility for Trustees of U3As registered with CCNI
Trustee Code of Conduct for unregistered U3As in Northern Ireland and Scotland
Declaration of Eligibility for Trustees of unregistered U3As in Northern Ireland and Scotland
Recommended Disciplinary Procedure

COMMITTEE RESPONSIBILITIES

Committees and Procedures
AGMs
Standing Orders
Taking Minutes
Sorting out Problems and Grievances
Useful Policy Statements
Membership Application Form
Cloud Computing
Data Protection
Licences
Organising Residential Schools
Shared Learning Projects
Social Events and Travel
The Challenge of Finding Committee Members
The Challenge of Finding Group Convenors

FINANCE

Financial Matters
Capitation Fees and Multiple U3A Memberships
Gift Aid
Charity Gift Aid Declaration
Model Declaration for Fit and Proper Persons