

All articles are colour-coded as follows:

For Committee/Specific Roles

For Members

Diary Dates

Special Events/Features

NETWORK SPECIAL

During the past year many new u3a committee members have been appointed throughout our 2 counties, and many of the 'Officer' roles have new appointees. In view of this, your Network Committee felt it was an opportune time to remind all u3as what the Leicestershire and Rutland Network is, it's objectives and how it can help and support those member u3as within the area. But equally, what you can do to support your Network and ensure it's future. So here goes!

THIS IS IMPORTANT, PLEASE CIRCULATE WIDELY

What is a u3a Network?

Networks are informal groupings of u3as usually local to each other. Representatives from each u3a meet to share ideas, events, speakers, training sessions, discuss issues and support each other. Networks are vital links in the communication chain across the organisation and are greatly valued by the Trust.

Networks, in turn, meet and share ideas with each other. Network Link is an opportunity for networks and clusters of u3as from across the movement to meet, share news and connect. There are three Network Link meetings a year, which are all virtual meetings on Zoom.

The Network is a Charitable Organisation but is not a registered charity.

What does the Leicestershire & Rutland Network do?

Our constitution states:

"The Objects of Leicestershire & Rutland (L&R) Network of u3as are to advance the education of members of u3as by all means including associated activities conducive to learning and personal development, in Leicestershire and Rutland and its surrounding locality by facilitating cooperation between u3as in the network."

We hold at least 2 face-to-face meetings each year to which member u3as may send up to 2 delegates. As well as providing sessions on current topics of interest, speakers are often invited and perhaps most importantly, time is given for informal networking between u3a representatives. Individual u3as can, and do, suggest items to be included in the agenda.

We communicate with all member u3as via this newsletter and emails as required, on national, regional and local issues and items that may be of interest to u3a committee members and the membership in general. We also have a website (<https://u3asites.org.uk/landr>) where a wide range of documents and items of interest can be found. This also generates enquiries from potential u3a members which are directed to their nearest u3s(s) when appropriate.

Are all u3as in the two counties members?

Not quite. There are 22 u3as within our patch. Soar Valley u3a is very close to the Nottinghamshire border and more aligned to that county so is a member of the Nottinghamshire Network. In a similar vein, Bottesford u3a is only just in Leicestershire, but borders Nottinghamshire and Lincolnshire and has no real ties to Leicestershire. That just leaves one u3a that has so far not joined the Network.

How does the network function?

Again we defer to our constitution:

"The Management of the Network shall be vested in a Committee, comprising a Chairman, Vice Chairman, Secretary, and Treasurer who are drawn from different u3as plus not more than four additional Committee Members. All Committee Members shall be drawn from different u3as as far as possible.

Committee members shall serve for a maximum period of 3 years. Retiring members, except Chairman, may stand for re-election for one further year. The Chairman may stand for re-election as Chairman or any other committee position providing there is an intervening period of at least one year after retirement."

The current committee consists of:

Chair – Janice Strand (Hinckley u3a)

Secretary – Helen Salisbury (Harborough Welland u3a)

Treasurer – Linda Jayes (Enderby Area u3a)

Co-ordinator – Roger Prescott (West Leicestershire u3a)

Until recently there were 2 other committee members (both members of Harborough Welland u3a). Both resigned recently for personal reasons.

The committee is also supported by Liz Prescott as Webmaster.

The committee meets 5–6 times each year with the timing of those meetings determined by need, so meetings are not held unnecessarily. Meetings are normally held using Zoom so no travel is involved.

Why does all this matter right now?

At our AGM next February Helen Salisbury will be standing down leaving the Officer role of Secretary vacant. Roger Prescott will also be standing down as Network Co-ordinator. Both of these roles need to be filled as does the vacant role of Vice Chair. We also need to recruit a Minutes Secretary. That is the minimum requirement. If we can recruit a couple of additional committee members, that would be extremely helpful.

Why now? We would like volunteers to come forward now to make for a smooth handover and to allow an element of shadowing of roles where this is possible. It would be wrong to look at the roles as they are held now and say "I couldn't do that".

We all bring different experiences and skills to a role so don't think you have to carry it on as it is at present. A different approach may well help to boost interest in the Network and help us develop in ways that will meet future requirements.

**PLEASE ASK YOURSELF
WHICH OF MY EXPERIENCES AND SKILLS CAN HELP
WITH THE FUTURE DEVELOPMENT OF THE NETWORK?**

Role Descriptions

To help you decide, a resumé of the various roles for which nominations are required is provided as an attachment to this edition of Network News. But don't let these limit you. If you have something that will help the Network develop in the future we want to hear from you.

Contact Points

To find out more or simply to put your name forward please talk first to an Officer of your own u3a. You can then contact your Network to arrange to talk and/or to consider the shadowing of exiting role holders.

Janice Strand (Network Chair) – stokegolding@icloud.com
Roger Prescott (Network Co-ordinator) – coordinator@landru3a.org.uk

THE ROLES THAT NEED TO BE FILLED BY FEBRUARY 2024 ARE:
SECRETARY
VICE CHAIR
COORDINATOR
MINUTES SECRETARY

THE NEXT L&R NETWORK GROUP MEETING WILL BE ON
THURSDAY 19th OCTOBER 2023 – 10:00am to 1:30pm (approx.)
Glenfield Sports Pavilion, Gynsill Lane, Glenfield, Leicester LE7 7AG
PUT THE DATE IN YOUR DIARY – NOW!

The Third Age Trust has developed workshops in partnership with u3a members to provide support, information and advice for all u3a members. The workshops are delivered online using Zoom, by Trust volunteers who bring their experience as Trustees, u3a Chairs and Committee members. The workshops are informal and informative and provide a great opportunity to meet and exchange ideas with u3a members, share best practice and experiences and learn with others from across the UK.

RUNNING YOUR u3a – INFORMATION FOR TRUSTEES

Thursday 14th September 10:00–12:15

INTEREST GROUPS MATTER

Monday 14th August 10:00–12:15

Wednesday 25th September 10:00–12:15

KEEPING IT LEGAL

Thursday 17th August 10:00–12:30

Thursday 28th September 10:00–12:30

RUNNING DISCUSSION GROUPS

Monday 21st August 10:00–11:00

u3a MODEL CONSTITUTIONS – AN OVERVIEW

Wednesday 11th September 10:00–11:30

GROWTH MATTERS

Monday 18th September 10:00–12:15

FINANCE MATTERS

Friday 22nd September 10:00–12:30

There is a more limited programme during the summer months
For more information about each workshop and how to book [CLICK HERE](#)



HORSE OF THE YEAR SHOW 2023
4-8 OCTOBER
BIRMINGHAM NEC
GROUP DISCOUNT TICKETS AVAILABLE
(NOT SATURDAY EVENING)
DETAILS IN PDF ATTACHED

The next *Network News* will (hopefully) be in early September
Any items for inclusion should be submitted by 27th August please

Documents attached to this *Network News* are:

Network Role Descriptions

Horse Of The Year Show

Find out more about your u3a Network at <https://u3asites.org.uk/landr>
To contact your Network email coordinator@landru3a.org.uk

Role description – Network Secretary

1. Main responsibilities

To perform the role of Secretary in accordance with good practice and in line with the Network Constitution.

1.1. Organisation of meetings

- To book venues for group meetings, AGMs and any other business meetings.
- To receive agenda items from committee members and to liaise with the Chair to compile committee meeting agendas and agree supporting paperwork and to circulate in good time.
- To produce the agenda and supporting paperwork for Group Meetings and the AGM in consultation with the Chair for circulation to the members.
- To ensure a quorum is present at all relevant meetings.
- To ensure any queries/comments/complaints from members are considered by the committee.

1.2. General administration

- To stay up to date with information, policy and procedural changes and legislative requirements as advised by u3a National Office.
- To ensure any mailings/information from u3a are passed to the committee.
- To notify u3a of all Officer changes on the committee.

1.3. Correspondence

- To respond to incoming correspondence, consulting with the committee where necessary.
- To write letters on behalf of the Network as directed by the committee.
- To keep a log of all incoming and outgoing correspondence for committee perusal.

1.4. Maintenance of records

- To act as the custodian of the Network's constitution including amendments.
- To maintain an archive of important documents e.g. AGM minutes, annual reports, past committee meeting minutes – as agreed.
- To keep records of the u3a's activities and publications for reporting at the AGM.

1.5. On completion

- To conduct a comprehensive handover to the new Secretary.

Role description – Network Co-ordinator

1. Main responsibilities

To perform the role of Co-ordinator in accordance with good practice and in line with the Network Constitution.

1.1. Communication with Network Members

- To keep network members informed of information coming from TAT National Office and from various sub-committees and groups, either by a regular newsletter or emails in a timely manner.
- To keep network members informed of information and activities available to u3a members as advised by outside organisations.

1.2. General administration

- To stay up to date with information, policy and procedural changes and legislative requirements as advised by u3a National Office.
- To keep the network webmaster informed of any information and activities that need to be reflected on the network website.
- To act as facilitator when required for any sub-committees, peer support groups and workshops.
- To report to network committee meetings of activities, correspondence received and forwarded to members and planned activities.

1.3. Correspondence

- To respond to incoming correspondence received by post, email and website and circulate to members as appropriate.

1.4. Maintenance of records

- To maintain an archive (paper or electronic) of relevant documents e.g. newsletters, emails to network members.
- To maintain a database of network contacts to ensure the swift dissemination of information as and when necessary.
- To make approved committee meeting minutes available to any Network member who requests them and/or make them available via the Network website.

1.5. On completion

- To conduct a comprehensive handover to the successor.

Role description – Minutes Secretary

1. Main responsibilities

To attend Group Meetings and General Meetings (in-person) and committee meetings (Zoom) and take sufficient notes to create meeting minutes.

1.1. General administration

- Ideally minutes will be sent to the Network Chair within a week of the meeting to be verified and then circulated by the Business Secretary.

1.2. On completion

- To conduct a full handover to the successor.

The Minutes Secretary has no other role-specific duties.

The Minutes Secretary is a member of the Network committee and is therefore encouraged to take part in the discussions on all topics as appropriate, although the ability to do this and take notes can be a little limiting!

Group Meetings are normally held 2/3 times per year with 5/6 committee meetings being the norm.

We are inviting all Group organisers to make your Group bookings now for:

HORSE OF THE YEAR SHOW

NEC Arena, Birmingham

4th - 8th October 2023



As most of you know it's a great mix of the fun and excitement of the event and some great shopping too. We have great Group discounts available on all dates except Saturday evening which is the most popular performance (no discount applied) – if you would like to book, just let us know as we are taking bookings now.

For further information about the timetable of events go to:

[www.https://hoys.co.uk/](https://hoys.co.uk/)



Group Bookings

t: 0800 358 0058

e: groups@theticketfactory.com
necgroup.co.uk

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