

## MINUTES

Meeting Title: **DELEGATES MEETING**

Date/ Time: **22<sup>nd</sup> April 2022, 2.00-4.30pm**

Venue: **Online via Zoom**

| <b>'CELEBRATIONS'</b>   |  |
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|   | Log in / Registration  |
|   | <b>Welcome</b> (Derek Harwood)<br>Comments on previous Minutes. None received. Minutes approved.   |
| <b>Reports</b> (chaired by Derek Harwood)                                   |  |
|   | <b>Reports from Trustees &amp; Peer Support Groups:</b><br>Public Relations - Rodney Fox<br>Group Coordinators – Liz Day<br>IT/Webmasters - Derek Harwood<br>Communications – Vivek Nanda<br>Regional Trustee – John Bent<br>Highlights were given from reports below and questions taken.   |
| <b>Topic 1 - News</b> (chaired by Jenny Wilson)                             |  |
|   | <b>News from the Trust:</b><br>What's known, cascaded information. Separate PowerPoint presentation given.<br>No particular questions arising.   |
|   | <b>News from London u3as:</b><br>Delegates share news – what they had tried in their u3a. Talking a stall in a public place worked as a good recruitment method. But some felt that explaining 'u3a' was still too difficult. Some felt we should have kept 'University' but others felt that did put off people during recruitment.<br>Some felt the brand merchandising was expensive and poor quality. John Bent offered to take specific feedback emailed to him and pass that back to Suppliers ( <a href="mailto:john.bent@u3a.org.uk">mailto:john.bent@u3a.org.uk</a> ). It is possible to just download the branding images and get your own products/ leaflets made locally. Consider getting leaflets published in several languages. Bookmarks also a good publicity idea or even business cards (with u3as contact details). |
| <b>10 mins Comfort Break</b>  |  |
| <b>Topic 2 - 40<sup>th</sup> Anniversary Plans</b> (chaired by Vivek Nanda) |  |
|   | <b>Ideas:</b><br>General open discussion held. Quite a few u3as planning 'Picnic in Park' type of events. Some Councils seemed to want more control (eg written application for permission) so best to check with your own Council if planning one of these.<br>Quite a bit of interest in the 'Walk Around London' Regional event being planned. A Mailchimp mail shot had gone out to all Chairs & Delegates asking for volunteers to join   |

|   |  |
|---|--|
|   | the planning committee. 22 reps have come forward. Planning meeting scheduled for next week. For any u3a not represented yet – contact Derek Harwood.<br>Some having ‘parties’ (lunch or gatherings) as part of their celebrations.  |
|   | <b>Breakout Rooms:</b><br>Breakout rooms were then held to come up with at least 2 ideas for topics for Future Delegates’ Meetings.<br>These were then feedback in the plenary and added to the rolling list of ideas for future Delegates meetings.   |
|   | <b>Plenary:</b> One member per room to feedback their room’s 2 ideas.  |
| <b>Topic 3 – AOB</b> (chaired by Derek Harwood) |  |
|   | <b>Wrap Up</b> (Derek Harwood)<br>Any volunteers for the LRU3A Executive Committee ???.....<br>Members felts that the style of this meeting (no guest speakers, more general news, more time to share ideas) worked well – not so rushed.<br>Dates for next meetings: 8th July, 21st October (& AGM) |

## **APPENDIX 1 - REPORTS**

### **VICE CHAIRS** (Jenny Wilson & Derek Harwood):

The main feature in the period has been out ongoing Talks programme. See Catherine’s report below. The Peer Support Groups have all held their regular meetings covering a range of interesting topics.

### **TREASURER** (Jim Jenkins)

Current Funds: £7,881. This is down £922 on the year to date mainly due to the cost of the Networking Meeting (for Chairs) held at Bridwell in November last year.

The above excludes receipts so far for the 2022 Summer School. As at 11 April receipts stand at £6,123 with a further £507 anticipated from bookings awaiting payment. We are therefore just over 50% towards our target bookings to break even.

John Bent has very kindly funded the full cost of our Zoom licence for the year from the Regional budget so this is cost-neutral for us.

### **COMMUNICATIONS** (Vivek Nanda)

The Communications Team evaluated and rejected Beacon for Networks. The reason for this was the limited functionality in Beacon for Networks compared to the tools already in use by the Communications Team, which are Mailchimp for emails and Wufoo for events. Using these tools, 26 emails were sent to 2396 recipients with roles on local u3as or at the regional level and 10 emails were sent to 4609 recipients who are Members of u3as in London for Regional talks and events since the last Delegates meeting.

### **TALKS & SUMMER SCHOOL COORDINATOR** (Catherine Ware)

#### London Region Online Talks programme:

Eight fortnightly online talks were hosted in the Winter series from 10th Jan to 4th Apr 2022.

A total of 1,363 members attended these talks. The average attendance rate was 74% -- highest in January (93%) and decreasing in March (62%). Attendance dropped last summer when the weather

improved and Covid restrictions were lifted making it easier to meet in person. Anticipating a similar pattern this summer, the Events Team will focus on the Summer School, and online talks will resume in October. A number of attendees, and speakers, have said that they are unable/disinclined to return to in-person u3a activities even with their local u3as, and have been advised to log onto the u3a national website and Trust u3a to take advantage their many online activities.

London Region Summer School: Tuesday 26th and Wednesday 27th July:

The event was publicised in February TAM, and programmes were sent to all London u3as plus individual attendees of last year's Summer School and Online Talks programme. Further information and application forms are available on [Events](#) page of LRU3A website. The ticket price was maintained at a pre-pandemic level of £39, and our target revenue is £11,550, which if achieved, would yield a modest surplus of just £47. Bookings were launched on the evening of 7th April and there was an immediate rush of bookings and over £6,000 was paid by 12th April. All 8 walks were fully booked within 3 days. About 20% applicants so far are from outside London – as far away as Sidmouth, Lancaster, Cirencester and Monmouth. About 40% of applicants so far have not attended a London Summer School before.

**REGIONAL TRUSTEE** (John Bent)

Work ongoing re re-shaping Trust u3a. This is to be incorporated to 'Learning' by October. More action starting to happen on the Age Friendly London initiative.

**GROUP COORDINATORS PEER SUPPORT GROUP** (Liz Day)

It is hoped that a new Peer Support group on Diversity and Inclusion might be organised to follow up ideas from last Group Coordinators Network meeting in December 2021.

The Agenda of our last Group Coord meeting on 28.03.22 was aimed to introduce LR Group Coordinators to staff at the u3a Office who are responsible for developing Learning services in the u3a, including presentations about Subject Advisers, the online Trust u3a and the Learning Hub. This involved a lot of information about projects and activities available on the website.

Recording and Minutes of the meeting are available in the [Peer Support](#) section of LRU3A website (scroll down to Groups Coordinators)

Are Executive Committees aware of these learning programmes, and how do they disseminate this information to their members?

**PUBLIC RELATIONS PEER SUPPORT GROUP** (Rodney Fox)

Our February workshop focussed on producing effective Press Releases, its produced many tips on how to get your u3a story into local media.

The next workshop on May 9th will examine why u3as need to recruit new younger members if they wish to survive into the 2030s. It will also look at ways to make our u3as more attractive to younger potential members yet at the same time maintaining the u3a ethos; how we can locate and identify these new members; and some alternatives to u3a available to them.

Issue 9 of our London Region PR Mailings has just been issued to London u3as. An article prepared for a local Residents Association get distributed in their Newsletter to thousands of homes. This edition also follows on earlier coverage of Hillingdon u3a working with a Social Prescribing Link Worker in placing posters /brochures in 11 local surgeries with coverage and links to The Social Prescribing Academy, which provides lots of useful materials.

Bookmarks for the 40th Anniversary, business cards for people members meet and postcards to give to potential new members are two of a number of ideas included in recent editions.

**WEBMASTERS PEER SUPPORT GROUP** (Derek Harwood)

Last meeting covered various topics, update re SiteBuilder replacement, Live transcript with PowerPoint, discussion on future Shared Practice Guides (on Mailchimp, Online forms, Bank card readers) and Let's Talk Tech (LTT) initiative – more sharing of IT support.

### **TREASURER'S PEER SUPPORT GROUP**

Nothing to report yet as no one found yet to lead this PSG. However note workshops below.

### **OTHER GENERAL NEWS:**

Network Link <https://www.u3a.org.uk/advice/u3a-networks>

Meeting 16<sup>th</sup> February –

- Development of a future Strategy, Allan Walmsley
- Ask not what the Trust can do for you, ask what you can do for the Trust, Liz Thackray
- Lessons from networking – case studies from Wales and Chester Stuart Murray -- See recording on Network Link website.
- Next meeting: 22nd June 2022
- Now a regular issue of 'News for Networks' – sign up through the national website.

'Online Across Scotland' <https://u3asites.org.uk/onlineacrossscotland/home>

This is a good example of shared online interest groups and other activities across a whole regional network, as described by Scotland Trustee Ann Keating at our AGM in November.

### Other notable events – London and UK-wide

- London Region SW Consortium Study Day: The Challenges of Architecture Today: Tues 24th May at Mayo Hall, Kingston. Registration 10.00am Further information on [Events](#) page of LRU3A website
- The Trust/u3a Office is not organising any of the usual Summer Schools this year.
- u3a Science Network: Instead of the usual in-person Summer School organised by the network, there will be three online events: April 5th (now booking); July (date TBA – this will be the main event to celebrate u3a's 40th birthday); and October date TBA). Website: <https://u3asites.org.uk/u3asciencenetwork>
- U3A SE Forum Summer School in Chichester is going ahead 20 -23 June; nearly fully booked Website: <https://u3asites.org.uk/southeastu3aforum/events>
- Research and Shared Learning Conference: <https://www.u3a.org.uk/learning/u3a-research>
- 3rd August in Preston, Lancashire, at the County Hall (opposite the West Coast main line railway station). Booking opens in April (admission free of charge, including lunch). One of the aims, as part of the 40th birthday celebrations, is to showcase the research/enquiry-led learning, including Shared Learning Projects, undertaken by u3a members over the years. Please encourage your members to record their research on the u3a Research Database: <https://www.u3aresearch.org.uk/>
- Gloucester u3a has announced an Anniversary Robot Challenge, 26th October, open to all u3as members. Further information: <https://u3asites.org.uk/u3asciencenetwork/events>

**APPENDIX 2**

| <b>ATTENDANCE</b>                        |                               |                         |
|--|-------------------------------|-------------------------|
|  | <b><u>Present</u></b>         | <b><u>Apologies</u></b> |
| <b>LRU3A Committee &amp; other posts</b> |                               |                         |
| Jt. Vice-Chair, North                    | Derek Harwood*                |                         |
| Jt. Vice-Chair, South                    | Jenny Wilson*                 |                         |
| Treasurer                                |                               | Jim Jenkins             |
| Learning Development Coordinator         |                               | Liz Day                 |
| London Region PR Advisor                 |                               | Rodney Fox*             |
| Communications Coordinator               | Vivek Nanda                   |                         |
| Talks & Summer School Coordinator        | Catherine Ware*               |                         |
| Events Co-ordinator                      |                               |                         |
| SLP Co-ordinator                         |                               |                         |
| Research Ambassador                      |                               |                         |
|  |                               |                         |
| <b>Third Age Trust</b>                   |                               |                         |
| London Region Trustee                    | John Bent*                    |                         |
|  |                               |                         |
| <b>London Region Local Networks</b>      |                               |                         |
| BOB                                      |                               |                         |
| Greater SE London                        |                               |                         |
| SW London                                |                               |                         |
|  |                               |                         |
| <b>London U3A Representatives</b>        |                               |                         |
| Abbeywood & Thamesmead                   |                               |                         |
| Barnet                                   | Rosemary Mayes<br>John Bent*  |                         |
| Beckenham                                |                               |                         |
| Bexley                                   |                               | Sandra Goulding         |
| Brent                                    |                               |                         |
| Bromley                                  | Sandy Boden<br>Angela Dowling |                         |
| Crouch End                               |                               | Sally Whitaker          |
| Croydon                                  | Jenny Wilson*                 |                         |
| Dagenham                                 |                               |                         |
| Dulwich & District                       |                               |                         |
| Ealing                                   | Derek Atkinson                |                         |
| Enfield                                  |                               |                         |
| Hackney                                  |                               |                         |
| Hammersmith & Fulham                     | Sue Adams                     |                         |
| Hampstead Garden Suburbs                 | Arjun Matthai                 |                         |
| Harrow                                   |                               |                         |
| Havering                                 |                               | Anne Gerrard            |

Delegates Meeting 22<sup>nd</sup> April 2022: Minutes

|                           |  |                        |
|---------------------------|--|------------------------|
| Hillingdon                |  | Rodney Fox*            |
| Hillingdon South          |  |                        |
| Hounslow                  |  | Pamela Crampton        |
| Islington                 | Derek Harwood*<br>Vivek Nanda*<br>Sally Fox  | Chris Bulford          |
| Kenton & District         | Diana O'Reardon  |                        |
| Kingston                  | Linda Foreman  |                        |
| London South East         |  |                        |
| Merton                    | Catherine Ware*  |                        |
| Mill Hill                 |  |                        |
| North London              | Michael Johns  |                        |
| Northwood & District      | Rob Thomasson  |                        |
| Norwood                   | Judith Foscett   |                        |
| Orpington                 |  |                        |
| Palmers Green & Southgate | Sarah Brandi   | Val Girling            |
| Redbridge & District      | Liz Kite<br>Lennard Christensen<br>Judy Berkowicz  |                        |
| Richmond                  | Christopher Barclay  |                        |
| Sidcup & District         | Sandra Applegate   |                        |
| Stanmore & District       | Brian Prince   |                        |
| Sutton Area               |  | Graham Vincent         |
| Tower Hamlets             |  | Colin Pluckrose        |
| U3A in London             | Pamela Strangman   |                        |
| Upminster                 |  | Courtney Moita de Deus |
| Waltham Forest            | Barbara Humm   | Dorritt Okoye          |
| Wandsworth                |  |                        |
| Wanstead & Woodford       |  |                        |
| Welling                   | Maria Guest-Naharnowicz<br>Marlene Harmer  |                        |
| TOTALS                    | 26 members present (including 5 London Region)<br>17/43 (40%) u3as represented<br>13 apologies received<br>26 u3as not represented (of which 14 no response) |                        |

\*Duplicates not counted in totals