



COMMITTEE MEMBERS' WORKSHOP

What Are My Responsibilities?

Tuesday, 26th November 2019 at 10.30 to 15.30
Benson Parish Hall, Benson. Oxon. OX10 6LZ

Coffee will be served from 10.00am

This day will be an interactive workshop for all U3A Committee Members and those who are considering joining committees. If you have any items of particular concern that you would like to have covered, please let us know in advance.

The morning session will concentrate on the responsibilities of committee members as trustees of a charity (which applies to all U3As whether registered or not) and highlight some of the projects in the Third Age Trust's development plan for the U3A movement as a whole.

Hilary Jones, Vice-Chairman of The Third Age Trust will be there.

In the afternoon we will split into groups according to function i.e. Chairmen, Treasurers, Groups' Coordinators, Business Secretaries, Editors, Webmasters etc. in order to discuss new ideas, problems encountered and solutions found. We will finish with a plenary session with questions and answers.

The day is open to all members of the Thames Valley Network and members of other U3As in the South East Region are welcome. There will be no charge for attending however bookings **MUST** be made in advance. Tea and coffee will be served on arrival and a buffet lunch provided (with vegetarian options).

Attendance will be confirmed on receipt of an application form. The first two applications from any U3A received before 26th September will be accepted automatically but thereafter numbers per U3A may have to be limited if there is high demand.

Application forms can be obtained from the Thames Valley Network website at: u3atvnetwork.org.uk or from your own U3A.

Please return completed forms to: **Email: susie@susieberry.co.uk** no later than Monday, 18th November.

Acknowledgement will be by email unless an s.a.e. is enclosed.