

SCN Chairs/Vice-Chairs Meeting

Tuesday 28th Oct 2025 10am

Attendees

Kevin Stock	SCN Manager	
Sally Ingledew	Council Rep	
Sue Derrick	Chair	Botley HE & District
Geoff Warden	Vice-Chair	Botley HE & District
George Cantrill	Chair	Gosport
Mandy Richards	Chair	Portsmouth
Jan Lee	Chair	Solent
Dennis Yeomans	Vice-Chair	Solent
Mike Young	Vice-Chair	Stubbington
Rob Stansbury	Chair	Waterlooville
Lyn Moore	Vice-Chair	Waterlooville

Apologies from: Ems Valley, Emsworth, Havant, Horndean, IOW, Locks Heath, Rowlands Castle

1. Welcome by Kevin Stock, SCN Manager

Permission was received to record the meeting for the purpose of producing this report.

2. Introductions All attendees introduced themselves and said which role(s) they performed.

For this meeting I turned on Zoom's AI Transcribing facility, and this is the report that it produced (after minor corrections by myself).

Quick recap

The Network meeting for chairs and vice chairs brought together leaders from various U3As to discuss succession planning and volunteer roles, with particular focus on the importance and responsibilities of vice chairpersons. The group explored recruitment strategies for committee members and discussed simplifying role descriptions to make them more accessible to potential volunteers. The conversation ended with discussions about AGM minutes accessibility and the scheduling of future network meetings, along with updates on regional welfare initiatives and dementia awareness programs.

Next steps

- Rob and Lyn : Discuss and consider inviting potential committee members to committee meetings to observe
- Mandy : Ask committee members to write job descriptions from their point of view for their specific roles
- Jan : Forward vice chair role description to Sally
- Sally: Send out reminder email about the regional welfare Zoom meeting on the 3rd regarding welfare and safeguarding
- Jan: Send details of Blue Care dementia workshop presentation to Kevin for circulation to the SCN group

Summary

Succession Planning for Volunteer Roles

The Network meeting for chairs and vice chairs was held, with Kevin Stock, the manager, leading the introductions. The participants shared their roles and responsibilities within their respective U3As. The meeting focused on succession planning for key volunteer roles, with Rob Stansbury raising the topic and seeking advice on how other organisations handle this process. The discussion explored automatic progression systems, such as those used by Rotary, and the benefits of designating vice chairs for future leadership roles.

Vice Chairpersons' Roles and Importance

The group discussed the roles and importance of vice chairpersons in their organisation. George explained that having a vice chairman is crucial as it provides continuity and ensures someone is ready to take over when the current chairman's term ends. Mike highlighted the political aspect of the vice chairman's vote and their ability to lead meetings when needed. Jeff expressed concerns about rotating roles among a small

group, fearing it could limit new blood and fresh ideas. Mandy shared her experience of recruiting new committee members and emphasised the importance of finding people who are willing and capable of taking on roles.

Committee Recruitment Strategies Discussion

The group discussed committee recruitment strategies, with Mandy explaining how she co-opts new members informally before formalising their roles at AGMs. George and others shared that their approach involves filling specific roles when members drop out, while Mike suggested a gradual introduction process where potential committee members observe meetings before participating. The discussion concluded with Rob expressing concerns about identifying new members with leadership potential among their large U3A membership, noting that they currently use their bulletin to recruit new committee members.

U3A Role Simplification and Updates

The meeting focused on several key topics. The group discussed simplifying role descriptions for U3A positions to make them more accessible and less daunting for potential volunteers. They agreed to consider inviting people to committee meetings to demonstrate the roles' realities. The discussion also covered whether to post AGM minutes on websites, with opinions split between making them accessible and keeping them more private.

The group decided to maintain twice-yearly network meetings for chairs and vice-chairs. Sally announced an upcoming regional welfare Zoom meeting focused on dementia and safeguarding issues. Jan shared positive feedback about a dementia awareness workshop conducted by Blue Care for her U3A.