

Attached is the notification for the Annual General Meeting (AGM) of Dronfield and District U3A (DDU3A) (Registered Charity No.1189224) that will take place in Dronfield Civic Hall and online via Zoom at **10am on Wednesday 12th October 2022**.

In accordance with the terms of the Constitution of DDU3A this notice is posted to ensure that members are given at least 21 days' notice of the meeting.

All Members of DDU3A are entitled to attend and submit their votes before the Meeting.

The AGM notice includes:

a. **The Agenda for the meeting.**

If you wish to raise anything please let me know in advance so enough time is allowed for it to be presented at the meeting. Only matters raised in advance can be presented.

b. **The Trustees' Report for 2021 – 2022**

This includes a financial statement for the year ending 31st March 2022

c. **Two resolutions, as shown in the Agenda (Items 3a & 6), that are to be proposed at the Meeting, and voted on.**

For most members, voting will be online, prior to the meeting, with postal members returning their paper copies to the Secretary.

d. **The names of members who have been nominated to serve on the Executive Committee for 2022 – 2023.**

All nominations received within the agreed time period are included and elected unopposed.

e. **Appendix A**

An abridged version of the 2021 AGM minutes, for approval at the meeting.

f. **Appendix B Voting Form and Instructions**

This includes instructions for how to vote online and a postal voting form.

If you have any questions about the notification, or the AGM, please contact me.

For Dronfield and District U3A

Steve Bradbury

Secretary, DDU3A

17 Sep 2022

01246 900201

secretary@dronfieldu3a.org.uk

Dronfield and District U3A Annual General Meeting 12 October 2022

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9. Resignation of Trustees / Chairs Closing Remarks	
10. Election of Trustees to the Executive Committee for 2022-23	14
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TRUSTEES' REPORT FOR 2021-2022

(Agenda Item 5)

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4. Report from the Membership Secretary

5. Report from the Groups Manager

1. Introduction to the Trustees' Report

I am pleased to present this report on behalf of the Trustees of Dronfield and District U3A. The individual reports from the Chair, Treasurer, Membership Secretary and Groups Manager discuss the activities of the u3a since our last AGM in October 2021 and plans for the future. In addition, the Treasurer's Report and supporting Income and Expenditure statement 2021 - 2022 show our financial situation in careful detail.

After two pandemic affected years, we are pleased to be able to hold our AGM in the Civic Hall once again. But we are aware that some members are still cautious about meeting in large groups, so it will be a hybrid meeting with members invited to attend in person in the Civic Hall or to join online via Zoom. The Zoom joining details will be emailed to all members on Monday 10th October. We hope this hybrid approach will enable as many members as possible to participate in AGM.

Steve Bradbury
Secretary, DDU3A
17 Sep 2022

secretary@dronfieldu3a.org.uk

2. Report from the Chair

It is traditional to begin the Chair's report by giving thanks to everyone who has contributed to the success of the u3a over the past year and to end with a positive look forward to the future. I'm delighted to be able to follow the first part of that tradition at least. There are many people to thank and, for the u3a at least, much to rejoice about as we recover from the effects of the pandemic. Groups have started to meet in person, our finances are healthy, in spite of the fall in our membership, and we have recruited several new members already this year. You can read about all of this in more detail in the reports from our Treasurer, Membership Secretary and Groups Manager. However, unlike my predecessors, I won't be able to end my report on a truly positive note.

But first, the good news. This time last year our monthly meetings and our 2021 AGM were held entirely online. Since February we have been holding hybrid monthly meetings, with members able to attend in person in the Civic Hall or to join online using Zoom. Our ability to do this is due entirely to the dedication and perseverance of the Meetings Group which has met monthly, sometimes more frequently, to plan and organise the meetings. Particular thanks go to Howard Mills, who chaired the group throughout, to Doug Emery who has led on the technology we need to run hybrid meetings, and to John Reedman, Brian Healy, Steve Pyke and David Ollerenshaw, who have all contributed their technical expertise and helped to run the Zoom component of the meetings. Other members of the group, and no less critical to its success, have been Phine Wright, Chris Stone and Steve Bradbury. Thanks go to all of them and to the Catering Team, now led by Margaret Holliday, the Meet and Greet team and to Sheila Pyke, our Speaker Finder. One benefit of the pandemic, if there are any, has been to allow us to use speakers from across the country, at no extra cost. Sheila continues to do a great job researching and identifying interesting speakers.

At least year's AGM we said a sad goodbye to Phine Wright, our Chair, who was no longer eligible to be on the Committee, as she had served her permitted 3 years (and longer) and had to stand down for a year. However, Phine volunteered to take on the Membership Secretary role outside of the Committee. In her Membership Secretary's report for this year Phine mentions the work of the Recruitment and Retention Group, another group led by Howard Mills, that has focused on both retaining existing members and recruiting new ones. The group participated at many local events during the course of the year – you can read about them in Phine's report. Many thanks to all involved for their time and effort. Another goodbye during the year was to Martin Horn who retired after publishing his 100th edition of our monthly newsletter in March. Martin was always going to be a hard act to follow, so I'm delighted to thank Jed Stone for taking up the challenge. The first edition of "The Cryer", our new newsletter, was published in April. Thanks to Martin and Jed and to those of you who contribute regular or occasional articles to the newsletter. Like most things in the u3a, it only happens with your help.

During the year, the Committee started a review of the u3a's Policies many of which were overdue for review. Special thanks go to Doug Emery who chaired the Policy sub-committee and to Rob Barron whose advice, based on personal experience of policy development, has been of great help to Committee members. Some policies have yet to be reviewed. The incoming Committee will need to decide when and how to complete the work.

Looking further afield, members of the Committee have been involved in the u3a Derbyshire Network, which has been revitalised this year after a period of relative inactivity. As part of the nationwide u3a 40th anniversary celebrations the network organised a Baton Relay and a photography competition. You can read about our participation and success in these in the Group Manager's report.

As I write this report final plans are being put in place for our own party to celebrate the anniversary. It's been planned by Steve Bradbury, our Secretary, and a team of volunteers. Thanks to everyone involved. I'm delighted to say that 100 members, about one-third of our members, are due to attend. I'm sure we'll read all about it in the October issue of The Cryer.

Now to the not so positive part of my report.

The Executive Committee spent all of the last year operating with only six Trustees. We should have had 12. Three of this year's Trustees have to retire at the AGM: Steve Bradbury, our Secretary, Steve Pyke, our Groups Manager and Howard Mills, who has led the Meetings Group and the Recruitment and Retention Groups. They have all made a significant contribution to the u3a over the course of the last three difficult years and will be missed. I'm sure you will join me in thanking them and wishing them well in their 'retirement'.

The remaining three Trustees have all offered themselves for re-election and have been appointed uncontested: me as Chair, Chris Stone as Treasurer and Doug Emery as a general Trustee. All of us have already served two years on the Committee so we will be ineligible to stand again next year. Sadly, only three new nominations were made to cover the remaining nine Trustee vacancies: Phine Wright will return as Membership Secretary and June Christopher and Audrey Garrett will serve as general Trustees. I'm delighted to welcome them.

All this means the new Committee will again consist of only six members, three of whom will have to retire in October 2023. Critically, it will be without a Vice Chair, Secretary, and Groups Manager. The Vice Chair and Secretary are both 'Officer' roles – ones that must be filled according to the terms of our Constitution. The six Trustees who have been elected can co-opt up to three additional Trustees from within the membership to fill the vacancies. However, if no volunteers are found the Committee will be obliged to consult the Third Age Trust about what steps it can take to prevent the closure of the u3a. The reality is that we will be in this same situation again next year unless new volunteers come forward to act as Trustees now and in the future. In 2023 we will need, amongst others, a new Treasurer and a new Chair.

I'm sure I can speak for all the incoming Trustees and say that we will make every effort to ensure that the u3a continues. But we will also have to look carefully at our priorities – what we can and can't achieve in the time we can each give to the u3a. There's only so much that a committee of six can do.

Marion Clyde
Chair, DDU3A
17 Sep 2022

3. Report from the Treasurer

I am pleased to present to you the financial accounts for 2021-22, together with a more general review of financial activity over the last twelve calendar months.

Attached to this Treasurer's report are:

1. Dronfield & District U3A Income & Expenditure Annual Statement for the fiscal year 1st April 2021-31st March 2022
2. Details of Groups and Trips Accounts
3. Asset Register

At the beginning of the 2021-22 financial year, it was almost exactly one year on from our first national pandemic lockdown. With vaccines rolled out we expected, or at least hoped for, a return to greater normality. Further spells of restrictions/lockdowns and new Covid variants proved that it wasn't going to be quite so simple.

However, at the end of the year the budget was robust, with sufficient funds to maintain a reserve and meet the needs of the planned budget spend for 2022-23. This was greatly assisted by Gift Aid income as in the latter part of the 2021-22 financial year we received our first ever Gift Aid payments. My personal thanks to both Marion (Chair) and Phine Wright (Membership Secretary) for gathering relevant data - and to Steve Bradbury (Secretary) for navigating through the difficult HMRC process and making 3 successful back claims.

Of particular significance to me, in January 2022 we moved the DDU3A bank account. Our former bank had firstly ceased counter service and then announced we had to move to another type of account, that incurred both monthly and transaction fees. We've switched to a more ethical bank where, being a charity, we continue to bank for free.

Following a successful bid to Derbyshire County Council we have received a grant to spend on equipment that will enable us to enhance and extend our provision of hybrid meetings.

Over the last twelve months we have spent some money on promotional materials, to inform people of who we are, what we do and to generally engender interest. We've been putting these to good use, with a promotional stall at Dronfield market in September last year and at The Barn's Artisan Market in July this year.

Despite membership renewals again being challenged by Covid (this time of the Omicron variety), six months on the commitment from most members together with a number of new members mean that our finances continue to be healthy.

Christine Stone
Treasurer, DDU3A
1 Sep 2022

3.1 Income and Expenditure for 2021-2022 {Page 1 of 2}

Dronfield & District U3A Income & Expenditure, 1st April 2021 - 31st March 2022

Category	2021-22			2020-2021	
National U3A	Income	Expenditure	Net Bal		
Membership	£ 4,386.80	£ 12.00	£ 4,374.80		£ 2,586.10
Less					
Per Capita Paid		£ 1,176.00		£ 1,540.00	
Beacon Project		£ 336.00		£ 440.00	
Derbyshire Network Meetings		£ 0.00	£ 1,512.00	£ 0.00	£ 1,980.00
Sub-totals			£ 2,862.80		£ 606.10
Dronfield U3A					
Bank Fees		£11.80			
Monthly Meetings		£ 208.00		£ 0.00	
Catering (net of sales)		£ 81.15		£ 0.00	
Speakers		£ 560.00		£ 335.00	
Committee Meetings		£ 10.10		£ 0.00	
PO Box Expenses		£ 283.50		£ 277.50	
Telephone Expenses		£ 61.62		£ 71.14	
PayPal commission (net)		£ 76.66		£ 59.38	
Magazine Postage Fees		£ 187.24	£ 1,480.07	£ 265.90	£ 1,008.92
Sub Totals			£ 1,382.73		-£ 402.84
Other Income					
Donations (Gift Aid)	£ 1,495.05			£15.73	
Donations (Unite/AmazonSmil	£ 120.92			£50.30	
TAT Grant (Publicity+ £12 prin	£ 112.00			£425.00	
Misc. Expenses (1st Aid course	£ 116.62			£0.00	£ 491.03
Sub-totals	£ 1,844.59		£3,227.32		
Other Expenditure					
Additional Meetings		£ 0.00			
Equipment Purchase		£ 63.44		£ 535.17	
Equipment PAT testing		£ 0.00		£ 0.00	
Error Adjustment		£ 0.00		£ 7.00	
Groups General Expenses		£ 16.80		£ 0.00	
Licences (New Category)		£ 191.88		£ 0.00	
Membership Secretary Expenses		£ 43.75		£ 47.79	
Miscellaneous Expenses		£ 90.00		£ 303.67	
Non email Members - costs		£ 32.20		£ 0.00	
Publicity Expenses		£ 277.58		£ 58.50	
			£ 715.65		£ 952.13
Sub-totals			£ 2,511.67		-£ 863.92
Dronfield U3A Groups	Income	Outgoings	Net	Net	
Groups Funds	£ 769.42	£ 937.43	-£ 168.01	-£ 382.20	
Trips Account	£ 0.00			-£ 291.00	
Sub-totals			-£ 168.01	-£ 673.20	-£ 673.20
Brought forward			£ 6,656.34		£ 8,193.46
Total			£ 9,000.00		£ 6,656.34

3.1 Income and Expenditure for 2021-2022 {Page 2 of 2}

Dronfield & District U3A Balance Sheet as at 31st March 2022

	2021-22		2020-21
Income & Expenditure Totals c/d	<u>£9,000.00</u>		<u>£6,656.34</u>
Represented by			
Cash	£95.56		£274.92
Bank	£7,518.44		£3,744.15
Groups Cash	£0.00		£0.00
Groups Funds	£385.00		£553.01
PayPal	£1.00		£6.70
Trip Cash	£0.00		£0.00
Trips Funds	<u>£1,000.00</u>		<u>£2,077.56</u>
Total	<u>£9,000.00</u>		<u>£6,656.34</u>

Other Information

Asset Register	Value 31/03/2021	Additions	Value 31/03/2022
2 Laptop Computers	£485	£0	£388
2 Projectors	£372	£0	£298
Screen	£0	£0	£0
Display Board	£20	£0	£0
Printer	£50	£0	£40
Dry Stone Walling Equipment	£73	£0	£25
Sundry Electrical Equipment (new)		£63	£63
Totals	£1,000	£63	£814

* Depreciation applied as 25% p.a. straight line. (Dry Stone Walling at 33%)

Found to be correct, in accordance with the books & records supplied,

Audited by Steve Bradbury ACIB

Prepared by Christine Stone, Treasurer

07/07/2022

3.2 Notes

3.2.1 Explanatory Notes

Central Costs

As members of the Third Age Trust (TAT), we pay an annual subscription to TAT and for our Beacon Licence. Dronfield and District U3A records financial and membership records on Beacon, which is a secure, GDPR compliant software system designed for u3as.

Other main expenditures this year

- PO Box Expenses This is a fee paid for an annual Post Box number. It provides a non-personal address used for DDU3A correspondence.
- Telephone Expenses A non-personal telephone number which includes routing and messaging facilities. The cost varies depending on the usage.
- Licences Our Public Liability licence is included in our TAT subscription but this category pays for Zoom, CLA (Copyright) expenses and our domain name licence 'www.dronfieldu3a.org.uk'.
- Magazine expenses This covers the costs for the 'Third Age Matters' magazine postage (for the members who subscribe to this).
- Membership Secretary Expenses These are expenses incurred maintaining membership records and includes printing inks and postage costs.
- Monthly Meetings With further pandemic impacting our ability to meet this expenditure was low with face-to-face meetings not restarted until the Autumn.
- Non-Email Members costs are the expenses incurred in providing printed 'hard copy' documents for non-email members.
- Speakers A budget is allocated specifically to the Speaker Finder.

Dronfield U3A Groups and Trips and Visits

The Groups Account shows balances for the start and end of year, plus net change. There was some financial activity late in the year when groups could finally physically get together again. Groups are self-financing so this report relates only to those who deposit money with the Treasurer (usually for room hire payment or to use DDU3A's bank as a secure deposit account.)

Trips and Visits were on hold throughout 2021-22 but donated a sum from their historically held funds into our main account. This assisted us in keeping the rise of membership fees lower than would otherwise have been necessary.

Asset Register

DDU3A has several assets which were bought or donated. This table details only those of higher value purchased by DDU3A. Assets are assumed to reduce in value each year so an annual depreciation amount is applied.

DDU3A Groups and Trips Accounts 2021-22

Groups	Bal April 21	Income	Outgoing	Bal Mar 22	Change
Art Activity	£27.20	£0	£0	£27.20	No transactions
Art Appreciation	£79.10	£0	£0	£79.10	No transactions
Genealogy	-£34.34	£100	£65.66	£0.00	£34.34
Geography	£157.20	£130	£195.20	£92	£65.20
Int Dance	£0	£24.40	£24.40	£0	£0
Photography	£31.84	£0	£0	£31.84	No transactions
Walking Netball	£172.85	£0	£172.85	£0	£172.85
Walking	£45	£0	£36.60	£8.40	£36.60
Computer Support	£74.16	£0	£0	£74.16	No transactions
Social Studies	£0	£90.70	£90.70	£0.00	£0
Architect. Apprec.	£0	£30.30	£30.30	£0	£0
Spanish Convers.	£0	£185.76	£185.76	£0	£0
History *new gp	£0	£51	£33.60	£17.40	£17.40
Spanish Begin (8)	£0	£157.26	£102.36	£54.90	£54.90
TOTALS	£553.01	£769.42	£937.43	£385.00	-£168.01

Total Groups fund in Beacon	<u>Starting Balance</u>	<u>End Balance</u>	<u>Change</u>
	553.01	385.00	£168.01

The above relates only to the groups who showed a carry forward or had financial activity on Beacon in 2021/22

Trips and Visits

Summary Trips Fund on Balance Sheet

	<u>Starting balance</u>	<u>End Balance</u>	<u>Change</u>
	£2,077.56	£1,000	£1,077.56
Total Trips Fund in Beacon	£2,077.56	£1,000	£1,077.56

Transfer of £1,077.56 into main DDU3A funds.

3.3 Auditors Report

I have reviewed all the documents provided to me, and discussed these with Chris Stone, the Treasurer.

I am satisfied that the accounts represent a true and correct record.

Comments

- The committee have taken steps to improve the income into the DDU3A charity whilst spending prudently throughout the year. Consequently, the accounts reflect a strong improvement on the previous year, but are still below the pre Covid financial trends.
- At year end, the DDU3A has maintained a healthy position, and is being financially managed very effectively.
- The Treasurer is thanked for her efforts and diligence with control of the money.

Steve Bradbury 02/09/2022

4. Report from the Membership Secretary

I'll start where I left off at last year's AGM but remind everyone that the actual membership year runs from 1st April to 31st March the following year. I usually try to avoid publishing numbers, but this time I've actually found them very interesting as they tell us something about how our members see their membership and how valuable it is to them. While most membership renewals happen in April/May, there's often a steady stream of renewals and new memberships in the autumn. From September 2021 to March 2022 there were 10 new members. Of these only one did not renew. So far this year from April there have been 21 new members and 9 late renewals.

The impact of Covid has been severe. Not only had face to face meetings been very restricted, but fewer groups were able to operate, and not surprisingly membership levels declined. What's our total membership? As at September 17th, it is 304. This is a drop from 330 (Sept 2021), as several members were unable to renew, but we have seven months of the rest of the year to go.

The April meeting to process the renewals paperwork was surprisingly rapid mainly due to the number of renewals made online. To date, 193 members (68%) have felt sufficiently confident to do this. Congratulations to you all!

In the Spring, with a return to normal activities', as the impact of Covid diminished the Committee was keen to try and recruit new members and ensure the retention of our very loyal existing membership.

A Recruitment and Retention Group was established, chaired by Howard Mills. Early work in our area has involved meeting with other groups, and trying different kinds of publicity such as placing flyers on notice boards, holding a meeting for new members. We had a successful stall in July at the Barn, and met with both Town Mayor Lilian Deighton, and local MP Lee Rowley. Both have agreed to actively promote us. For September/October Steve Pyke has created a wonderful wall display in Dronfield library.

Whilst it is difficult to assess the impact of these activities, it is important that we are visible in the local communities, particularly if we are committed to recruiting new members.

However, to keep this work going we need volunteers who are willing to give their time! With some of the current group no longer able to continue with their work with this group, the new Committee will be looking for your support in the coming year to enable us to continue this important work.

Thank you to everyone who have helped with all these events and activities. Please continue to actively support us with your abundance of skills and ideas. So let's use them. It's your u3a, let's try to be even more visible to help it to regrow and thrive.

Phine Wright
Membership Secretary
17 Sep 2022

5. Report from the Groups Manager

May I firstly thank the group co-ordinators for their efforts in keeping their groups running and all the members who have persevered over the last difficult year.

As the restrictions due to the Covid pandemic have been eased with vaccinations available many groups have resumed meeting face to face.

About thirty of our forty groups managed to keep going over the last year to September 2022.

Several groups had taken up the opportunity to meet virtually over Zoom which was successful initially but after a year its limitations meant that there was less enthusiasm to join in. Some groups such as the Computing - Tablets group stopped meeting on Zoom as one to one contact was essential for effective learning. Other groups including the Friday Book group, Art Appreciation 1, Maths for Fun and Genealogy continued meeting via Zoom and have recently started meeting in person. A few groups have kept in touch via e-mail and phone calls.

The Photography group met outdoors on several occasions enabling members who would otherwise be reluctant to meet indoors to participate. Congratulations to Rob Whiteley, Steve Wood and Martin Horn who all won awards in the u3a Derbyshire Network's photography competition, which was held as part of the region's celebration of the u3a's 40th anniversary

Outdoor activities, Walking, Cycling and the Peaky Wallers (Dry Stone Walling) have continued to meet and have been well supported. Members of the Walking Group recently took part in the u3a Derbyshire Network Baton Relay, also as part of the regional 40th anniversary celebrations. The relay involved the walking groups of each u3a walking part of a circular route around Derbyshire. DDU3A received the baton from Hope Valley u3a on 15th September and walked to Chesterfield to hand it over to Chesterfield u3a on 16th September. Congratulations to the Walling group who have recently won an award for volunteers from the Peak District National Park. Other activity-based groups, Walking Netball and Table Tennis closed due to resignations of their coordinators with no one willing to take over.

Groups with a larger number of members have continued being well supported with Geography and a relaunched History group meeting at the Peel Centre, whilst the International Folk Dance group have been meeting at the Unstone village hall each week.

Language groups continue to meet, French conversation at the coordinator's home and the Spanish groups at the Coal Aston village hall. Groups meeting at members' homes are limited in size but apart from the two Bridge groups there has been insufficient interest in expanding or starting a second group usually due to no one coming forward to coordinate the new group.

The Rummikub and Canasta groups both stopped during the pandemic and have not restarted although Scrabble has now become Scrabble and Canasta.

The Thursday and Sunday Lunch groups have both restarted now that restaurants have reopened with a few new members interested in participating.

The Garden Visits group continue to arrange meeting up at various venues, travelling in members' cars. The Trips and Visits group organised two trips, to York and Scarborough, during the summer with enough members joining to cover the cost of coach hire. A new team is being set up to arrange next year's programme which will again be limited due to increased costs.

A few groups have not restarted yet and there has been limited response to appeals for new members to join in but hopefully as we move into Autumn, we can get back to the lively DDU3A we had prior to Covid. We have had no requests to start new groups in the last year.

In the last year I have updated the guidance notes for Group Coordinators procedure and maintained risk assessments for groups as required.

Again, I must thank members for supporting our groups. I have now reached the end of my three years as a Trustee and committee member and hope that the new Groups Manager can contribute to the ongoing success of our u3a.

A list of active Interest groups in September 2022 is shown below.

Steve Pyke
Groups Manager
17 Sep 2022

Dronfield & District U3A Active Interest Groups September 2022	
Art Appreciation 1	Monday Book Group
Friday Book Group	Cycling
Bridge (Social) 1	Bridge (Social) 2
Dry Stone Walling	Discussion
French	Genealogy
Garden Visits	Gardening Growers
Geography	History
International Folk Dance	Maths for Fun
Thursday Luncheon Group	Sunday Luncheon Group
Photography	Play Reading
Scrabble & Canasta	Social Studies
Spanish Conversation	Spanish Intermediate
Trips and Visits	60s Music
Walking	

Resolutions and any Questions (Agenda Items 3a & 6)

For this 2022 AGM, we are again encouraging members to vote online. For members choosing to submit a paper copy, they are required to cast their votes on each of the resolutions, and return the form to the Secretary 15 Rembrandt Drive Dronfield S18 1QN by 5pm on 10th October. Online voting will also close at 5pm on 10th October 2022.

Please Note you are only allowed to vote for each item **once**. Duplicate votes will be treated as void.

Queries concerning the Voting Forms should be referred to the Secretary,
15 Rembrandt Drive Dronfield S18 1QN 01246 419490

We urge every member to follow the instructions provided in Appendix B, which explains how to either vote online or to submit a postal voting form, and to note the following key dates:

10th October 2022

Voting closes at 5pm. Please ensure that you cast your votes as early as possible. If choosing to vote using a paper form, you must return your form to the Secretary by the 10th of October. Proof of posting cannot be accepted if your vote does not arrive. The results of the vote will be announced at the meeting on the 12th of October.

N.B - Resolutions a) & b) require a simple majority in favour.

Any Other Business (Agenda Item 7)

If any member wishes to raise a point at the AGM not covered by the agenda, please advise the Secretary in writing/email by 07th October so that suitable time can be allocated for it to be presented. Any submission must include the proposer's name, plus contact details (email/phone number) of the seconder.

Election of Trustees to the 2022-2023 Executive Committee

(Agenda Item 10)

Nominations for members of the Executive Committee for the year 2022-2023 have been sought in accordance with the Constitution and the following nominees were proposed by the advertised closing date of 16th September 2022.

Position	Number of Vacancies	Nominees
Chair	1	Marion Clyde
Vice-Chair	1	Required
Treasurer	1	Chris Stone
Secretary	1	Required

Membership Secretary	1	Phine Wright
Groups Manager	1	
Trustees	6	June Christopher Doug Emery Audrey Garrett

Those nominated above are all entitled to serve on the Executive Committee under the terms of the Constitution and currently stand uncontested, so there is no requirement for a vote.

There are still six vacant positions which need to be filled, and the cut-off date for nominations has passed. Although a number of members have since expressed an interest in becoming Trustees no decisions on their appointment can be made until after the AGM and until the Third Age Trust has been consulted on the options available to the u3a within the constraints of its Constitution.

Appendix A - Abridged Minutes

**Dronfield and District U3A Annual General Meeting
13 October 2021
Held virtually via Zoom**

Agenda

1. Welcome and Appointment of Chair for the Meeting
2. Receive any apologies for absence
3. Receive and approve the minutes of the 2020 AGM
(See *Appendix A*)
4. Any 'pre-notified' matters arising from the above minutes
5. Receive the Trustees' Report for 2020-2021
6. Resolutions:
 - a. To amend the Dronfield and District U3A Constitution Clause 14 ii to allow the option for both electronic and postal participation and voting at future Annual General and Extraordinary General Meetings.
 - b. To approve the minutes of the Annual General Meeting of the Dronfield and District U3A held on 9th October 2019
 - c. To approve the statutory annual accounts of the Dronfield and District U3A for the year 1st April 2019 to 31st March 2020
7. Any Other 'pre-notified' Business
8. Date of AGM 2021 10am, Wednesday 13th October 2021
9. Resignation of Trustees
10. Election of Trustees to the Executive Committee for 2020-21
11. The AGM ends

Members Present:

There were 66 members present at the meeting

1. Welcome and appointment of Chair for the meeting

Rob Barron proposed Phine Wright to act as Chair for this meeting, and this was seconded by Ramsey Hertzog. There was a unanimous show of hands.

Phine welcomed members to the meeting, and briefly explained that she would guide members through each step listed on the agenda. She confirmed that, in accordance with the adopted constitution of Dronfield and District u3a, there had been sufficient people voting and attending for the meeting to be quorate. Phine clarified that all the Executive Committee and Trustees are required to resign at the start of the meeting, and hence the need for her election before matters could proceed.

2. Apologies for absence:

Apologies were received from 5 members (recorded at the end of these minutes).

3. To receive and approve the minutes of the delayed 2020 AGM held on 13 January 2020

Members had been provided with a copy of the draft delayed 2020 minutes as part of the AGM Notification pack. Members had been asked to vote on this matter, and approve the minutes. 144 members had voted – 141 in favour and 3 abstentions. No votes to reject the minutes had been made. The minutes were approved and will be signed.

4. Matters arising from the minutes:

There were no matters arising.

5. Receive the Report of the Trustees for the year 2020-2021

Phine apologised for the length of the report, sent to all members as part of the AGM Notification pack. This was due to the difficult circumstances which Covid19 had caused and which the u3a had needed to manage. She thanked all Group Coordinators for their sterling efforts, working so hard for the benefit of our members.

6. To consider the Three Resolutions put to members in their AGM Notification Packs

R1, to approve the minutes of the 2020 AGM. (see 3 above)

R2, to approve the statutory annual accounts of DDU3A for the year 1.4.2020 to 31.3.2021.

Copies of the accounts had been shared in advance. 144 members voted – 141 in favour, with 3 abstentions. Treasurer Chris Stone was thanked for her efforts with all matters financial, and clear explanation of the annual accounts. Steve Bradbury was thanked for undertaking the audit, and signing off the accounts.

R3, to accept the proposal to amend the current version v1, of the Constitution and approve the amended version v3 which had been shared with everyone. 144 members voted – 138 in favour, with 6 abstentions.

In accordance with the Constitution, more than two thirds of members voting approved the third resolution to amend the constitution. This will now be forwarded to Third Age Trust for

their acceptance, following which it will be posted to DDU3A website, with a copy sent to the Charity Commission. The other two resolutions also met the criteria for approval. A signed copy of the minutes will be posted to the website.

7. To consider any other pre-notified business.

There was none. No questions arose during the meeting.

8. To give notification of the next AGM.

This will be at 10 am on Wednesday 12th October 2022.

9. Resignation of Trustees.

Phine thanked all the committee members for their efforts to maintain an excellent feeling of calm during what has been the biggest challenge to keep things running as smoothly as possible. Yvonne Bramall who now has to stand down as vice chair was given special thanks for her efforts and support to the chair during the last three years. Phine has also served her time and must stand down. She spent some time reminiscing about her experiences working in the committee undertaking various roles in the last seven years. She explained that there was some work involved in being the chair, but also a tremendous amount of fun to be had; encouraging members to perhaps step forward and volunteer to serve on the committee. This request was repeated by Yvonne, Marion and Doug who all spoke about the good experiences which people got. Phine's final observation was that she hoped it would not be too long before we could once again meet face to face.

10. Election of Trustees to the Executive Committee 2021-2022

Whilst twelve positions exist, only six members have volunteered to serve on the committee for the next year.

Position	Name
Chair	vacant
Vice-Chair	Marion Clyde (temporary acting chair)
Secretary	Steve Bradbury
Treasurer	Christine Stone
Trustee	Steve Pyke
Trustee	Douglas Emery
Trustee	Howard Mills
Trustee x5	vacant

11. Any Other Business:

There was no other business.

We certify this is a true record of the meeting

Marion Clyde
Chair

Stephen Bradbury
Secretary

Attendees: See separate spreadsheet

Apologies were received from: See separate spreadsheet

APPENDIX B: VOTING FORM AND INSTRUCTIONS

All current members of Dronfield and District U3A are being asked to vote on two resolutions at this year's Annual General meeting.

- Resolution a) To approve the minutes of the Dronfield and District U3A 2021 Annual General Meeting held on 13th October 2021
- Resolution b) To approve the statutory annual accounts of Dronfield and District U3A for the year 1st April 2021 to 31st March 2022

Each member must vote separately and may vote only once for each resolution. Duplicate votes will be treated as void.

1. HOW TO VOTE ON THE RESOLUTIONS

Either:

1. Click on this link to vote online: [2022 AGM Online Voting Form](#)
2. OR Complete the 2022 AGM Postal Voting Form on page 21.

Return completed Postal Votes to:

The Secretary, Dronfield and District U3A
Address: 15 Rembrandt Drive Dronfield S18 1QN

Voting Closes at 5pm on Monday 10th October.
Any votes received after that date will deemed void.

2022 AGM POSTAL VOTING FORM

Name:

Membership Number:

Tick **ONE** box for each Resolution

Resolution a) To approve the minutes of the Dronfield and District U3A 2021 Annual General Meeting held on 13th October 2021 The Minutes are in Appendix A of the 2022 AGM Notice. Contact the Secretary if you have any questions about them.	
Yes, I approve the minutes of the 2021 AGM	
No, I do not approve the minutes of the 2021 AGM	
I abstain	

Resolution b) To approve the statutory annual accounts of Dronfield and District U3A for the year 1st April 2021 to 31st March 2022 The Accounts are included in the Treasurer's Report in Section ?? of the AGM Notice. Contact the Secretary if you wish to report an error or a correction to them.	
Yes, I approve the Accounts	
No, I do not approve the Accounts	
I abstain	

Return this completed form to:
 The Secretary, Dronfield and District U3A
 Address: 15 Rembrandt Drive Dronfield S18 1QN

Voting Closes at 5pm on Monday 10th October.
Any votes received after that date will deemed void.