

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 at **10am on Wednesday 11<sup>th</sup> October 2023.**

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 2022 – 2023**

This includes a financial statement for the year ending 31<sup>st</sup> March 2023

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

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 2023 – 2024.**

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

e. **Appendix A**

An abridged version of the 2022 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

Karen Grad

Acting Secretary, DDU3A

20<sup>th</sup> Sep 2023

01246 900201

[secretary@dronfieldu3a.org.uk](mailto:secretary@dronfieldu3a.org.uk)

## Dronfield and District U3A Annual General Meeting 11 October 2023

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8. Date of AGM 2024 10am, Wednesday 09 <sup>th</sup> October 2024	
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Close	

## **TRUSTEES' REPORT FOR 2022-2023**

(Agenda Item 5)

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#### **1. Introduction to the Trustees Reports**

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3.2 Reports: Income & Expenditure, Group Funds, Assets

3.3 Auditors Report

#### **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 2022 and plans for the future. In addition, the Treasurer's Report and supporting Income and Expenditure statement 2022 - 2023 show our financial situation in careful detail.

Karen Grad

Acting Secretary, DDU3A

20<sup>th</sup> September 2023

[secretary@dronfieldu3a.org.uk](mailto:secretary@dronfieldu3a.org.uk)

## 2. Report from the Chair

It's been another positive year for our u3a. Please do read the reports from our Treasurer, Membership Secretary and Groups Manager. They tell you that our finances are healthy, membership numbers are stable and our groups - many old, some new - are thriving. Our u3a will be celebrating its 10th birthday next year. After the difficult years of the pandemic, it's good to know that it has rebounded and is continuing to help people of our age 'Learn, Laugh and Live'.

Being Chair of the u3a involves some tedious jobs - reviewing policies and risk assessments come to mind, but the u3a is a charity, so they have to be done. There are lots of pleasant jobs too. One of them is to thank everyone who has contributed to the u3a's success each year. This year the list is many and varied.

To begin with, thanks to our Group Coordinators and members in general. Without you, there would be no u3a. Thanks too, to Jed Stone, our newsletter editor, whose monthly editions of *The Cryer!* keep us both informed and entertained.

Then there's the Welcome and Catering teams and the more recently formed Events team plus the numerous individuals who have helped organise and deliver not only our regular monthly meetings but also occasional special events throughout the year. It's good to see your efforts being rewarded by the increasing numbers attending meetings.

Let's not forget the technical team members, headed by Doug Emery, who have spent a lot of time trying to make hybrid meetings work. There are still technical issues to resolve, particularly with the sound quality for people joining online, so we suspended the hybrid meetings over the summer. However, we know that online meetings allow some members to join in meetings they would otherwise miss, so we haven't given up yet. More work is being done and we hope to reinstate them during the winter months.

There are always some individuals who deserve a special mention. This year it's Sheila Pyke who retired as our Speaker Finder in March and Lynda Wood who has succeeded her. Sheila spent almost 9 years finding interesting and entertaining speakers for our monthly meetings, so she has set Lynda quite a challenge. If you have any suggestion for speakers, please do email Lynda ([speaker-finder@dronfieldu3a.org.uk](mailto:speaker-finder@dronfieldu3a.org.uk)).

Of course, I also have to thank this year's Trustees/Committee members: Phine Wright who, after a year's break required by our Constitution, re-joined the Committee as Membership Secretary last October and also leads the Recruitment and Retention team; June Christopher, Audrey Garrett and Steve Wood who have served as general Trustees; Rod Brennan, our Minutes Secretary; and Chris Stone, our Treasurer and Doug Emery, our Groups Manager.

Chris and Doug will both be standing down in October, having served their permitted three years as Trustees. I am sure you will join me in wishing them well in their 'retirement'. They joined the Committee in 2020 at the height of the pandemic. Along with Phine, they have helped guide the u3a through some troublesome times.

Finally, special thanks are due to Julia Harris, Karen Grad and Steve Bradbury. You may know that I resigned as Chair in June. My increasing family commitments meant that I could not dedicate the time I felt was needed to do the role. Julia, who only joined the Committee as Secretary at the beginning of 2023, agreed to take over as Acting Chair until October. Karen, who had not previously been on the Committee, agreed to join as Acting Secretary to

replace Julia. Steve Bradbury, our former Secretary, had been mentoring Julia in her role, and agreed to continue doing the same for Karen.

Looking forward, I have to thank all the members who have volunteered to serve as Trustees for 2023-2024. You can see their names and roles on page 14.

It is encouraging to know that we will start this year with a committee of 12 members, unlike previous years when we had only six. More Trustees will mean a larger range of skills and expertise and will enable the Committee's work to be shared amongst more people. The u3a's Constitution allows for a maximum of 15 Trustees. So, after the formal AGM, the new Trustees will be able to co-opt 3 more members on the committee. If you were thinking about offering to get involved but didn't get round to submitting your nomination, get in touch with either Julia Harris or Karen Grad now. You can email them at [chair@dronfieldu3a.org.uk](mailto:chair@dronfieldu3a.org.uk) or [secretary@dronfieldu3a.org.uk](mailto:secretary@dronfieldu3a.org.uk). They'll be delighted to hear from you, I'm sure.

Marion Clyde  
Chair (Oct 22-Jun 23)  
15th September 2023

### 3. Report from the Treasurer

I am pleased to present to you the financial accounts for 2022-23, together with a more general review of financial activity since April 2023.

Attached to this Treasurer's report are:

1. Dronfield & District u3a Income & Expenditure Annual Statement for the fiscal year 1<sup>st</sup> April 2022-31<sup>st</sup> March 2023
2. Details of Groups and Trips Accounts
3. Asset Register

At the beginning of the 2022-23 financial year, we held sufficient funds to meet both the needs of our planned budget spend, and to maintain the reserve. Aside from all the main running costs we decided to increase some budgets, like catering. So, as well free refreshments at monthly meetings, we were able to provide mince pies and Christmas cake in December and to fully fund our celebration party of the u3a's 40<sup>th</sup> Anniversary in October.

Our main income is the annual fees paid by members. This was boosted by Gift Aid from HMRC, a couple of small (but very welcome) donations; and the approved Derbyshire County Council grant we'd applied for. The latter was used to purchase much needed technical equipment. The equipment bought is regularly used in the Civic Hall and some of the purchases are now loaned to the various groups who request them, enabling them to enhance their meetings.

We'd switched to a Co-op charity business bank account early in 2022. It charges no fees, we have an online service, plus branch & P.O access. This has proved to be a good move.

At the close of the year our finances were robust. (*See Annual Statement*)

In setting this year's budget, we were very conscious of the cost of living rises and budgeted for them accordingly. Looking also to get best value - committee meetings are now held at a cheaper venue. Owing to the high cost and uncertainty in our Delivery Office's future, we decided to cancel the PO Box. The Peel Centre is now our postal address. Both of these actions have resulted in savings.

With a positive start to the year, (and lovely cakes donated by Gunstones Bakery for our April meeting!) we continue to plan ahead. Whilst keeping the reserve secure, the committee is allocating extra funds from our surplus. Spending will be on agreed priorities over the year, including events for members and further promotion of DDU3a. The Third Age Trust has supported the latter aim with a grant, used to purchase our 2 new banners.

Finally, (with Covid no longer dictating our lives!) many groups have resumed meeting face-to-face and hiring venues. Over the last 18 months one of the pleasures for me has been liaising with, and getting to know, more of our group co-ordinators.

Christine Stone  
Treasurer, DDU3A  
27 July 2023

### 3.1 Income and Expenditure for 2022-2023 {Page 1 of 2}

#### Dronfield & District U3A Income & Expenditure, 1st April 2022 - 31st March 2023

Category	2022-23			2021-22	
<b>National U3A</b>	<b>Income</b>	<b>Expenditure</b>	<b>Net Bal</b>		
Membership	£ 4,702.22	£ 28.00	£ 4,674.22		£ 4,374.80
Less					
Per Capita Paid		£ 1,320.00		£ 1,176.00	
Beacon - Members Licence		£ 330.00		£ 336.00	
Derbyshire Network Meetings		£ 0.00	£ 1,650.00	£ 0.00	£ 1,512.00
<b>Sub-totals</b>			<b>£ 3,024.22</b>		<b>£ 2,862.80</b>
<b>Dronfield U3A</b>					
Bank Fees		£0.00		11.8	
Monthly Meetings		£ 749.60		£ 208.00	
Catering (net of sales)		£ 466.66		£ 81.15	
Speakers		£ 375.00		£ 560.00	
Committee Meetings		£ 162.30		£ 10.10	
PO Box Expenses		£ 300.00		£ 283.50	
Telephone Expenses		£ 59.30		£ 61.62	
PayPal commission (net)		£ 71.46		£ 76.66	
T.A. Magazine Postage Fees		£ 214.53	£ 2,398.85	£ 187.24	£ 1,480.07
<b>Sub Totals</b>			<b>£ 625.37</b>		<b>£ 1,382.73</b>
<b>Other Income</b>					
Donations (Gift Aid)	£ 991.33			£1,495.05	
Donations Other	£ 87.01			£120.92	
DCC Grant -hybrid project	£ 960.00			£112.00	
Group Closures	£ 142.96			£116.62	
<b>Sub-totals</b>	<b>£ 2,181.30</b>		<b>£2,806.67</b>	<b>£ 1,844.59</b>	<b>£3,227.32</b>
<b>Other Expenditure</b>					
Additional Meetings		£ 109.10		£ 0.00	
Equipment (General) Purchase		£ 0.00		£ 63.44	
Equipment DCC Grant purchase		£ 841.59		£ 0.00	
New Groups Room Hire		£ 11.10		£ 16.80	
Licences		£ 232.66		£ 191.88	
Membership Secretary Expenses		£ 100.98		£ 43.75	
Miscellaneous Expenses		£ 203.68		£ 90.00	
Non email Members - costs		£ 36.85		£ 32.20	
Publicity Expenses		£ 265.17		£ 277.58	
<b>Sub-totals</b>			<b>£ 1,801.13</b>		<b>£ 715.65</b>
			<b>£ 1,005.54</b>		<b>£ 2,511.67</b>
<b>Dronfield U3A Groups</b>	<b>Income</b>	<b>Outgoings</b>	<b>Net</b>	<b>Net</b>	
Groups Funds	£ 1,854.27	£ 1,746.57	£ 107.70	-£ 168.01	
Trips Account	£ 2,198.00	£ 1,230.00	£ 968.00	£ 0.00	
<b>Sub-totals</b>			<b>£ 1,075.70</b>	<b>-£ 168.01</b>	<b>-£ 168.01</b>
<b>Brought forward</b>			<b>£ 9,000.00</b>		<b>£ 6,656.34</b>
<b>Total</b>			<b>£ 11,081.24</b>		<b>£ 9,000.00</b>



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

#### Dronfield & District U3A Balance Sheet as at 31st March 2023

	2022 -23	2021-22
Income & Expenditure Totals c/d	<b>£ 11,081.24</b>	<b>£ 9,000.00</b>
Represented by		
Cash	£ 88.02	£ 95.56
Bank	£ 8,531.52	£ 7,518.44
Groups Cash	£ 0.00	£ 0.00
Groups Funds	£ 492.70	£ 385.00
PayPal	£ 1.00	£ 1.00
Trip Cash	£ 0.00	£ 0.00
Trips Funds	£ 1,968.00	£ 1,000.00
<b>Total</b>	<b>£ 11,081.24</b>	<b>£ 9,000.00</b>

#### Other Information

Asset Register	Value 31/03/2022		Additions	Value 31/03/2023
Laptop Computer	£388			£291
Projector	£298			£205
Projector case & lead			£ 47	£47
Sundries: Electrical Equipment	£63			£50
Banner, bunting & tabards	£164			£122
<b>DCC Grant: hybrid project purchases</b>				
Speakers - portable & conference		"	£245	£205
Tripods & accessories		"	£85	£68
Keyboard & mouse		"	£20	£16
Dongle		"	£38	£30
RODE Wireless		"	£263	£210
Microphones - wireless		"	£63	£63
Audio Mixer		"	£32	£32
Assorted hybrid equipment - leads, connectors, usb hub, etc.		"	£95	£85
<b>TOTALS</b>	<b>£913</b>		<b>£ 888.00</b>	<b>£1,424</b>

Depreciation at 20% - from original price, new items depreciated if bought in calendar year 2022

Found to be correct, in accordance with the books & records supplied,  
Audited by Steve Bradbury ACIB



Prepared by Christine Stone, Treasurer

10/06/2023



## 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

PO Box Expenses This was the fee paid for the annual Post Box number. It provided a non-personal address used for DDU3a correspondence.

Telephone Expenses A non-personal telephone number which includes routing and messaging facilities. The cost can vary depending on the usage.

Licences Our Public Liability licence is included in our TAT subscription but this category also 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.

Meetings Costs incurred for the hiring of venues.

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.

Equipment purchases Prioritised so a high spend in this category in 2022-23

#### Asset Register

The above table generally details only higher value items either donated to, or purchased by, DDU3a but this year the spending of the grant money has been included in greater detail. Assets are assumed to reduce in value each year, so an annual depreciation amount is applied.

## Dronfield U3A Groups and Trips and Visits

The Groups Account shows balances for the start and end of year, plus net change. 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 this shows the money collected and transferred to the treasurer for depositing in the DDU3a's account, from which coach hire and any associated costs e.g., entrance fees, are paid.

### DDU3a Groups and Trips Accounts 2022-23

#### Groups Balances

	<u>Balance 1st Apr 2022</u>	<u>E.O.Y balance 2023</u>	<u>Change</u>
Art Activity	£27.20	£57.60	£30.40
Art Appreciation	£0.00	£22.20	£22.20
Art Appreciation(2)	£79.10	£0.00	£79.10
Genealogy	£0.00	£0.00	£0.00
Geography	£92.00	£91.80	£0.20
Photography	£31.84	£0.00	£31.84
Walking	£8.40	£121.50	£113.10
Computing Support	£74.16	£0.00	£74.16
Computer-tablets	£0.00	£0.00	£0.00
Social Studies	£0.00	-£11.10	£11.10
Architect. Apprec.	£0.00	£0	£0.00
History	£17.40	£124.40	£107.00
Spanish Begin (8)	£54.90	£6.01	£48.89
S/nish Improvers(5)	£0.00	£75.32	£75.32
Spanish Convers.	£0	-£8.83	£8.83
Line Dancing	£0.00	£13.80	£13.80
<b>TOTALS</b>	<b>£385.00</b>	<b>£492.70</b>	<b>£107.70</b>

#### Summary Totals Group Funds in Beacon

<u>Starting balance</u>	<u>385.00</u>	<u>End balance</u>	492.70	<u>Change</u>	107.70
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*The above relates only to groups that showed a carry forward or had financial activity on Beacon in 2022-23*

*Note : A negative balance may show briefly in a group until funds are transferred to the treasurer*

#### Trips and Visits

##### Summary Trips Fund on balance sheet

<u>Starting balance</u>	<b>1,000.00</b>	<u>End balance</u>	<b>1968.00</b>	<u>Change</u>	<b>968.00</b>
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##### Total Trip Funds in Beacon

<u>Starting balance</u>	1,000.00	<u>End balance</u>	1,968.00	<u>Change</u>	968.00
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### 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

- At year end, the DDU3A has maintained a healthy position, and is being financially managed very effectively.
- A Finance sub-committee reviews entries on a quarterly basis, and monitors these against the budget created by the Treasurer, and agreed with the Executive Committee at start of the year. No concerns were raised by either the Treasurer or this committee.
- The Treasurer is thanked for her efforts and diligence with control of the money.

**Steve Bradbury 31/07/2023**

### 4. Report from the Membership Secretary

I am expected to look back in this report, but will do so only briefly this time.

I noted in the 2022 AGM report that our membership had been, by September 2022, 304. As at July 31<sup>st</sup> this year, this figure had almost been met, at 303. Congratulations, everyone, we're on a steady course for the future and look forward to new memberships late in the autumn and the new year.

In the middle of March, we were 'invited' by the Beacon system to register a password to use the Members' Portal – just before our renewals period! To those of you who managed this, Congratulations! Again. To those who didn't, at that time, and would like individual help, just ask me.

I am also part of the Publicity/Recruitment and Retention working party, alongside John Reedman and Steve Pyke, and we prepared posters for the Groups' Fair at the same April meeting as renewals. The busy 'Poster Team' filled all the local notice boards with this information, well in advance. On the day we had a good number of visitors, some of whom joined our U3A. We're fairly certain this type of publicity works.

At the end of June, we had a stall at Dronfield Gala. Steve Pyke's excellent information board, previously seen in the library last autumn, was updated and on display, so were our two other display boards, new banners and lots of take-away publicity material. With help from several members throughout the day we met dozens of members of the public and invited them to get to know more about DDU3a.

We're also currently using social media avenues (John Reedman's speciality) for publicity, advertising our speakers and events at other monthly meetings. Above all, we want the public to know we welcome guests/visitors to our events.

You can play your part in this, as I know many members have. Talk about u3a, say what we do, say what you do, what you enjoy and invite friends to come with you.

I am only allowed to serve one more year as membership secretary. If you might be interested in this role, just contact me and we can begin a conversation.

Phine Wright

Membership Secretary

31/7/23

## **5. Report from the Groups Manager**

Dronfield and District u3a has been running for ten years and in that time there have been groups that have sustained and maintain a strong presence and others that have commenced, run for a time, and then folded. This is a sign of a good and vibrant organisation. Part of the Group's Manager role is to support new groups when there is viability and enough interested members but the people with ideas that keep the whole thing continuing are those that lead each group.

The Group Coordinators (GCs) we have in DDU3a are enthusiastic and work hard to make their groups interesting. In the last year some new groups have started, and a few have discontinued but at all times, DDU3a's Group Coordinators have been energetic and shown perseverance in making the groups meet members' expectations. A programme of activities needs to be considered and developed for each group and a risk assessment conducted. The members always expect decent governance of the group and that has been shown during 2022/23.

Usually, an AGM report considers the time up to the latest financial year which would be March 2023 however I will be mentioning some changes that have occurred since April of this year as it has made a difference to the way our u3a has started some new group activities. In addition, the Trips and Visits group has been reinvigorated and successful. This is down to the motivation of a few people that have started it up again after the fears and difficulties associated with Covid that we all experienced between 2020 and 2022. Overall, each trip has gone well and by having a table for payments and promotion at the monthly meetings, attracts members to attend.

There are a large number of groups that have a full contingent and some have waiting lists. It is the only way to manage activities that are run in small venues or would not work if they expanded and were too large, for example French language, Bridge, Canasta and Rummikub. In the last year some GCs have tried to foster other groups to run alongside their own, for example Discussion. Despite the best efforts of the GC a second discussion group has not yet started.

In April we held the Groups Fair. This was a good event and followed meetings of Group Coordinators that occurred during the autumn and winter months. Each group had an opportunity to talk about their group to all members and new people that attended. This was

an overwhelming success and hopefully will be repeated each year. The open groups that can attract new members gained some more interest following the Fair and it did help develop new ideas. One was to have taster sessions that lead on to the development of new groups. These have developed into outdoor bowls and croquet, and it is expected that indoor bowls will run during the winter months of this year.

The outdoor/activity groups have done well and continue to attract good numbers of people as members. Walking is popular and a new strollers cohort has started following taster walks. Mostly there are small numbers attending for the strollers but there seems to be a genuine desire to carry on. Cycling is liked by a hardy bunch of activists and Dry Stone Walling with the support of the Peak District National Park continues. Garden Growers attracted a good number of members and Garden Visits had many outings that were well attended. International Folk Dance has been running successfully as it has for many years.

The education style courses e.g., Spanish, Genealogy, Climate Change and Social Studies are still highly attended and other for-interest subjects, Geography, History, Art Appreciation and the Book groups have been well attended. 60s music has had a loyal following and later this year a music event is planned.

To sum up the previous year, there have been a few notable positive things. Group Coordinator meetings were well attended, and the Groups Fair was a useful event. Taster sessions were started, and these led to new groups. There has been terrific enthusiasm from some Trustees and Group Coordinators and their motivation has helped the organisation maintain its standing and make improvements. There are many groups that are the backbone of our u3a and these are managed by keen Coordinators that take pride in making the activities interesting for their members. I am happy to report that we have had a talented and committed group of people that organise and support Dronfield and District u3a.

Doug Emery

Groups Manager

31 July 2023

## Resolutions and any Questions

(Agenda Items 3a & 6)

Resolutions applicable to this notice:

- a) To approve the minutes of the Dronfield and District U3A Annual General Meeting held on 12<sup>th</sup> October 2022
- b) To approve the statutory annual accounts of the Dronfield and District U3A for the year 1st April 2022 to 31st March 2023
- c) To agree the reappointment of Steve Bradbury as Auditor until 31<sup>st</sup> October 2024

NB – All resolutions require a simple majority in favour.

### How to Vote

For this AGM we are again asking members to vote in advance of the meeting. There will be no voting at the meeting itself.

We urge all members to follow the instructions in Appendix B which explains how to either vote online or to submit a postal vote.

**Voting closes at 5pm on Monday 9<sup>th</sup> October.** The results of the vote will be announced at the AGM on 11<sup>th</sup> October

Queries concerning the online and postal voting forms should be referred to the Secretary, Dronfield and District u3a, c/o The Peel Centre, High Street, Dronfield, S18 1PY or by telephoning 01246 900201

## 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 06<sup>th</sup> 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.

To submit a proposal or suggestion online use this form: [2023 AGM Members Proposal Form](#)

## Election of Trustees to the 2023-2024 Executive Committee

### (Agenda Item 9)

Nominations for members of the Executive Committee for the year 2023-2024 have been sought in accordance with the Constitution and the following nominees were proposed by the advertised closing date of 16<sup>th</sup> September 2023.

Position	Number of Vacancies	Nominees
Chair	1	Julia Harris
Vice-Chair	1	No nominations received
Treasurer	1	Ed (Edna) Green
Secretary	1	Karen Grad
Membership Secretary	1	Phine Wright
Groups Manager	1	Terry Goodyear
Minutes Secretary	1	Rod Brennan
Trustees	6	June Christopher Audrey Garrett Steve Wood Yvonne Bramhall George Lee Tricia Whiting

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.



## Appendix A

**Dronfield and District U3A Annual General Meeting  
12 October 2022  
Held at the Civic Centre Dronfield and virtually via Zoom**

### Abridged Minutes

**80 Members Present:** (67 in the hall, 13 via Zoom)

**1. Welcome and appointment of Chair for the meeting**

Proposed and seconded that Marion Clyde act as chair for this meeting. Carried unanimously.

**2. Receive and approve the minutes of the 2021 AGM held on 13 October 2021.** Minutes approved unanimously.

**3. Matters arising from the minutes:** None

**4. Receive the Report of the Trustees for the year 2021-2022**

The meeting accepted the trustees report. No questions raised.

**5. To consider the resolutions put to members in their AGM Notification packs**

**R1. To approve the minutes of the 2021 AGM on 13 October 2021.** Approved

**R2. To approve the statutory Annual Accounts 2021 – 2022.** Approved

**6. To consider any other pre-notified business.** None

**7. To give notification of the next AGM.**

This will be at 10 am on Wednesday 11<sup>th</sup> October 2023.

**8. Resignation of Trustees.**

The chair thanked Steve Bradbury (Secretary) Steve Pyke (Groups Manager) Howard Mills (Trustee) for their hard work and contributions.

**9. Election of Trustees to the Executive Committee 2022-2023**

Six members were nominated and volunteered to serve on the committee for the next year.

Position	Name
Chair	Marion Clyde
Secretary	vacant
Treasurer	Christine Stone
Membership Secretary	Phine Wright
Trustee	Douglas Emery
Trustee	June Christopher
Trustee	Audrey Garrett
Groups Manager	vacant
Trustee x 4	vacant

**10. Any Other Business:** None

## APPENDIX B: VOTING FORM AND INSTRUCTIONS

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

- Resolution a) To approve the minutes of the Dronfield and District U3A 2022 Annual General Meeting held on 12<sup>th</sup> October 2022
- Resolution b) To approve the statutory annual accounts of Dronfield and District U3A for the year 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023
- Resolution c) To agree the re-appointment of Steve Bradbury as auditor until 31<sup>st</sup> October 2024

Each member must vote separately and may **vote only once** for each resolution. Duplicate votes will be treated as void. No voting is permitted at the meeting.

### 1. HOW TO VOTE ON THE RESOLUTIONS

Either:

1. Click on this link to vote online [2023 AGM Online Voting Form](#) OR
2. Complete the 2023 AGM Postal Voting Form on page 18.

Return completed Postal Votes to:

The Secretary, Dronfield and District U3A  
c/o The Peel Centre, High Street, Dronfield S18 1PY

**Voting Closes at 5pm on Monday 09th October.**  
**Any votes received after that date will be deemed void.**

3. Any queries concerning Online or Postal Voting should be referred to the Secretary:

Email: [secretary@dronfieldu3a.org.uk](mailto:secretary@dronfieldu3a.org.uk)

Telephone: 01246 900201

Post: Dronfield and District u3a, c/o The Peel Centre, High Street, Dronfield, S18 1PY

## 2023 AGM POSTAL VOTING FORM

**Name:**

**Membership Number:**

Tick **ONE** box for each Resolution

<b>Resolution a) To approve the minutes of the Dronfield and District U3A 2022 Annual General Meeting held on 12<sup>th</sup> October 2022</b> The Minutes are in Appendix A of the 2023 AGM Notice. Contact the Secretary if you have any questions about them.	
Yes, I approve the minutes of the 2022 AGM	
No, I do not approve the minutes of the 2022 AGM	
I abstain	

<b>Resolution b) To approve the statutory annual accounts of Dronfield and District U3A for the year 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023</b> The Accounts are included in the Treasurer's Report in Section 3 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	

<b>Resolution c) To agree the re-appointment of Steve Bradbury as Auditor until 31 October 2024</b>	
Yes, I approve the re-appointment	
No, I do not approve the re-appointment	
I abstain	

Return this completed form to:  
 The Secretary, Dronfield and District U3A  
 c/o The Peel Centre, High Street, Dronfield S18 1PY

**Voting Closes at 5pm on Monday 09th October.**  
**Any votes received after that date will be deemed void.**