

Notice of Special General Meeting of Dronfield and District U3A

A Special General Meeting (SGM) of Dronfield and District U3A (DDU3A) (Registered Charity No.1189224) will take place in Dronfield Civic Hall and online via Zoom at **10am on Wednesday 8th February 2023**. The meeting is to ask members to formally approve a new version of DDU3A's Constitution: V3.1, dated 16 Nov 2022

All Members of DDU3A are entitled to attend the meeting and are being asked to submit their votes, either online or by post, before the meeting.

This 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 resolution which will be proposed at the Meeting.**

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

c. **Appendix A Voting Instructions and Form**

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

If you have any questions about this notice, or the Special General Meeting, please contact me.

For Dronfield and District U3A

Julia Harris

[Secretary, DDU3A](#)

24 January 2023

Dronfield and District U3A Special General Meeting 8th February 2023

Agenda	Page
1. Welcome	
2. Receive any apologies for absence	
3. Resolution for approval: To approve DDU3A's revised Constitution, V3.1, dated 16 Nov 2022	2
4. The SGM ends	
5. Refreshment Break	
6. Speaker: Graham Keal: "50 shades of Graham".	
7. Close	

Resolution for Approval

To approve DDU3A's revised Constitution, V3.1, dated 16 Nov 2022

Background to the Resolution

The current constitution was agreed in 2021, but further amendments are needed to ensure that it continues to meet the needs of the u3a, and allows the committee to function effectively.

The proposed changes are summarised below. They have already been approved by the Third Age Trust. The numbers shown in brackets refer to the relevant clause in the amended version of the Constitution (v3.1, dated 16 Nov 2022) which can be viewed or downloaded here: [Constitution V3.1 16Nov2022](#).

- **Sub Clause 10 (3) (a) Online and Hybrid General Meetings**
The wording is being changed to require the formal notice of general meeting to include an explanation of how members may vote at that meeting as well as attend it.
- **Clause 11 (5) Notice**
This change stipulates that the formal notice of a general meeting will include not just the date, time, place and purpose of meeting but also, if any votes are to be taken, the voting mechanisms and timescales that will be used.

- **Clause 15 (2) (b) Electronic Balloting**

Amended to include provision for trustees to allow for electronic and/or postal voting and for members to be notified of any such mechanisms in the notice of the meeting.

- **Clause 16 (8) Officers and Trustees**

Members will be allowed to serve on the u3a Committee for more than three years without taking a one year break. The current Constitution (V3.0) only allows members to serve for three years on the u3a Committee as Officers or Trustees, after which they must take a break of at least a year. In total, a member can only serve on the Committee for a maximum of nine years, in any role. In the past two years, the u3a has struggled to recruit members to serve on the Committee. The three-year limit forces some members to retire, even though they are willing to serve for longer. The Committee is therefore proposing to allow members to serve for more than three years at a time, but only in special circumstances (for example, if replacement committee members cannot be found) and only if they are willing to do so. The maximum nine year limit, in any role, is not being changed.

- **Clause 17 (2) Appointment of Trustees**

Elected Committee members to be allowed to co-opt more than three additional members on to the Committee. The Constitution stipulates that the u3a's Committee can consist of up to 12 members, who will be elected each year at the u3a's Annual General Meeting. These elected members may co-opt up to three extra members to serve of the Committee. In recent years the annual election process has failed to produce a full Committee. In 2022 only 6 members were elected; 3 more have since been co-opted. The proposed change will allow elected Committee members to co-opt more than 3 members each year, providing the number co-opted does not mean that the Committee exceeds the maximum number of 15 members at any one time.

- **Clause 17 (4) (a) Appointment of Trustees**

Amended to allow members to self-nominate for election, without requiring a proposer and seconder. Previous version sub-clauses 17 (4) (a), (b) and (c) deleted. The current Constitution requires anyone willing to serve on the Committee to be proposed and seconded by two other members. The Committee believe this is an unnecessary requirement that may act as a barrier for some potential volunteers. It is therefore proposing that members should be able to nominate themselves for election.

The revised constitution will guide the Executive Committee, and serve members' interests. It is a document that reflects what we do now and is helpful for members wishing to see how the u3a conducts itself today, and in the future.

APPENDIX A: VOTING INSTRUCTIONS AND FORM

Voting Instructions

For this Special General Meeting, we are again asking members to vote online or by post before the meeting, as we did for the AGM in October. Members choosing to vote by post should return their postal voting forms to the Secretary at 47a Main Road, Holmesfield S18 7WT by 5pm on Monday 6th February 2023. Online voting will also close at 5pm on Monday 6th February 2023.

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

Queries concerning the Voting Forms should be referred to the Secretary, 47a Main Road, Holmesfield S18 7WT. Tel 01246 419490, email: secretary@dronfieldu3a.org.uk
We urge every member to follow the instructions provided in Appendix A, which explains how to either vote online or to submit a postal voting form, and to note the following key dates:

6th February 2023

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 6th February. Proof of posting cannot be accepted if your vote does not arrive. The results of the vote will be announced at the meeting on 8th February.

N.B – The resolution requires a simple majority in favour.

HOW TO VOTE ON THE RESOLUTION

Either:

- 1) Click on this link to vote online: [8 FEB 2023 SGM Voting Form](#)
- 2) OR Complete the **8 FEB 2023 SGM** Postal Voting Form on the next page.

Return completed Postal Votes to:

The Secretary, Dronfield and District U3A
Address: 47a Main Road, Holmesfield S18 7WT

Voting Closes at 5pm on Monday 6th February.
Any votes received after that date will be deemed void.

8 FEB 2023 SGM POSTAL VOTING FORM

Name:

Membership Number:

Tick **ONE** box

Resolution: To approve DDU3A's revised Constitution, V3.1 dated 16 Nov 2022	
Yes, I approve V3.1 of the Constitution	
No, I do not approve V3.1 of the Constitution	
I abstain	

Return this completed form to:
The Secretary, Dronfield and District U3A
Address: 47a Main Road, Holmesfield S18 7WT
Voting Closes at 5pm on Monday 6th February.
Any votes received after that date will deemed void.