

## Dronfield and District u3a

### Executive Committee

Minutes of Executive Meeting held at 09.30hrs on 15<sup>th</sup> December 2025 at the Civic Hall  
Approved 26<sup>th</sup> January 2026

Present        Julia Harris (JH)  
                    Karen Grad (KG)  
                    Ed Green (EG)  
                    Angela Richards (AR)  
                    Terry Goodyear (TG)  
                    Steve Wood (SW)  
                    Marion Clyde (MC)  
                    Yvonne Bramall (YB)  
                    Andy Baldwin (AB)

Item	Discussion	Action
1	JH welcomed everyone to the last meeting of the year.	
2	No apologies for absence received.	
3	No conflicts of interest reported.	
4	No Emergency items requested.	
5	Minutes of Executive Meeting held on 24 <sup>th</sup> November were accepted as a true record.	
6	Matters arising from minutes – item re Beacon Membership Form to be discussed within 8c later in the meeting.	
7	The Action Log was reviewed and amended where appropriate to record progress. All changes were recorded by SW and will be circulated for comment/approval separately to these Minutes. 305 & 303 to be discussed later in the meeting. 305 as part of 8c and 303 as part of 8h.	SW
8(a)(i)	No Chairs report. Events - Christmas Monthly Meeting was successful. (84 present)	
8(b) 8(b)(i)	Treasurer Report received and noted. EG reported back from Finance Subcommittee with the recommendation to keep the membership fee at £12 for next year, this was discussed in detail by the committee and various options were considered. A vote was taken with the majority of the committee agreeing to a reduction of the fee to £10 (£14.20 if TAT Magazine was included which includes a 20p increase from TAT). A notice will be put in January's Cryer to inform membership. EG put forward ideas from Finance subcommittee regarding spending on entertainment for events. It was decided to invite any interested people from the general membership to an events meeting in January where this could be discussed in more detail. JH to put a notice in the Cryer asking for new members for the events team and inviting them to a January Events meeting. EG explained the estimated outturn for 2025/2026. Approval given for increased cost of purchasing projector.	JH  JH
8(c)	Secretary report received and noted	

	Matters arising from Minutes – feasibility and usefulness of adding extra questions to Membership form discussed in detail, which led to a discussion on whether another Membership Survey should be completed. A vote was taken and it was agreed not to proceed with either.	
8(d)	Groups Manager's Report for information received and noted TG informed the committee there was now a new Walking Group coordinator. MC will wait to hear from the old and new coordinators before making any changes to Beacon, the walking group email addresses or the website. Encouraging list of possible group suggestions from members – unsure how many will be able to progress further.	
8(e)	No Membership Report. AR confirmed membership was now 397	
8(f)	No Beacon & Website report MC explained Paul Harris has been working hard for many months in preparation for being able to take over running of the website. He is now doing some updates but no final handover date has been agreed. The committee also needs to recruit new Beacon and Workspace System Administrators to replace MC.	
8(g)	No technical report.	
8(h)	Health & Safety Report <u>Risk Assessment (RA)</u> – after much discussion the recommendation to adopt TAT template was rejected. AB to relook at RA form and general guidance. MC to create a RA for the Peel Centre and send to AB <u>Evacuation Procedures</u> AB explained thinking behind the procedures. AB to ask via the Cryer for possible First Aiders JH to source High Vis jackets. Fire Marshall role description needed. First Aid kits in Hall available to use – no need to buy our own. <u>Incident Reporting</u> MC explained why a previous committee had adopted the existing reporting process and form. As the process works, it was agreed not to change it.	AB MC  AB JH AB
8(i)	Derbyshire network report received and noted.	
9	Any Other Business - none	
10	Action Log up-dates confirmed and agreed. Items will be circulated separately from the Minutes for information/ comment	SW
11	Budget Requests to Treasurer	EG
12	Appeal for possible First Aiders New members for Events Team Membership Fee information  Discussion took place re possibility of splitting Cryer into a separate monthly Newsletter containing just notices, group info etc and a quarterly Magazine with a variety of longer articles etc. JH to approach the Cryer Editor concerning this.	AB JH JH  JH
13	Next meeting 0930hrs on Monday 26 <sup>th</sup> January 2026 at the Civic Centre, Council Chamber	