

PAXCROFT MEAD COMMUNITY CENTRE
ANNUAL GENERAL MEETING - 2008.

To be held on Tuesday 20th May at 8.00.p.m. in the Centre.

AGENDA.

1. Welcome.
2. Apologies for Absence.
3. Approval of the Minutes of the last AGM; - 1st May 2007.
4. Chairman's Annual Report.
5. Treasurer's Report.
6. Appointment of an Independent Examiner for 2008/2009.
7. Appointment and election of the Management Committee.
8. Consider AOB of which due notice has been given in writing to the Secretary.

Notes.

- a) The purpose of item 6 is to elect people to the committee only, not to specify their role within the committee. This latter action is to be carried out by the elected committee themselves at their first meeting after the AGM.
- b) Nomination papers are available by downloading from www.paxcroftmead.org.uk, or by writing to:- The Secretary, Paxcroft Mead Community Centre, 17, Hackett Place, Hilperton, Trowbridge, Wilts. BA14 7GW.
- c) Verbal nominations may be accepted at the meeting, but only if the nomination process has left a shortfall in numbers.
- d) Only those over 18 years can vote and/or be elected.
- e) Those elected will be required to sign a Declaration of Commitment immediately after the AGM - see separate sheet.
- f) They will also be required to sign a Declaration of Eligibility at the next normal meeting after the AGM. - see separate sheet.
- g) Anyone wishing to raise a subject for discussion under item 8, must give notice in writing to the Secretary at least 2 weeks before the AGM. No other items will be discussed.
- h) It is a requirement that all motions and amendments, proposers and seconders, and results, should be recorded in full. Will all those proposing motions and amendments please speak clearly and slowly to allow accurate minute taking.

P. Marples (Secretary)