



Sturge Weber UK
Milk Hall
Withens Lane
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Halifax
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e-mail: support@sturgeweber.org.uk

6th March 2024

Dear Sturge Weber UK Member

NOTICE OF ANNUAL GENERAL MEETING (AGM)

Notice is hereby given that the Annual General Meeting of Sturge Weber UK will be held on:

Saturday 25th May 2024 at 3pm at Double Tree by Hilton, Coventry. Members can also join via Zoom.

Agenda:

1. Apologies for Absence
2. Approval of Minutes of the Previous AGM
3. Chairperson's Report
4. Treasurer's Report and Presentation of Financial Statements
5. Election/Re-election of Trustees (if applicable)
6. Resolutions/Special Business
7. Any Other Business
8. Close of Meeting

Members' Participation:

Members are encouraged to attend the AGM to stay informed about the charity's activities and participate in decision-making. If you are unable to attend, please submit your apologies in writing to Carolyn Burns, carolyn@sturgeweber.org.uk in advance of the meeting.

Nominations for Trustee Positions:

The position of Chair, Secretary and Treasurer positions need to be filled. Nominations are invited. Please submit nominations in writing to Carolyn Burns, carolyn@sturgeweber.org.uk.



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Any Other Business:

Members wishing to include additional items on the agenda under "Any Other Business" should notify Carolyn Burns in writing at least 14 days before the AGM.

Proxy Voting:

Members unable to attend may appoint a proxy to vote on their behalf. Proxy forms are available from Carolyn Burns and must be submitted by 10th May 2024.

Documentation:

The minutes of the previous AGM, financial statements, and other relevant documents will be sent to you by Friday 10th May 2024.

RSVP:

To assist with arrangements, please confirm your attendance by 30th April 2024 to Carolyn Burns, carolyn@strugeweber.org.uk.

Your participation is crucial to the success of Sturge Weber UK, and we look forward to your presence at the AGM.

Yours sincerely,

Marie Cavalier

On behalf of Sturge Weber UK
www.sturgeweber.org.uk Charity Number : 1016688



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