

# **Melbourn Community Hub Management Group ANNUAL GENERAL MEETING**

**This is Notice** of the Annual General Meeting of the Melbourn Community Hub Management Group for financial year 2017 - 2018: To be held at Melbourn Community Hub on **Wednesday 24 April 2019**

**Commencing at 7.30pm.**

## **AGENDA**

1. Apologies from any Directors Absent
2. Declarations of Interest
3. Agreement on Chair of the meeting
4. Confirmation of Quorum
5. Confirmation that the AGM Notice was properly publicised
6. Minutes of the AGM (24/04/2018) - reading and/or approval
7. Directors Report - Financial Year ending 30 September 2018
8. To Receive the Annual Accounts
9. Directors retiring by rotation or otherwise
10. Nomination of directors wishing for election/re-election and appointment by a show of hands by all those present
11. Formal agreement to update minutes, register of directors and directors interests at the conclusion of the meeting, as required
12. Formal agreement to make necessary filings with Companies House and the Charities Commission within 14 days of the AGM
13. Other Business – Public Questions
14. Close of Meeting

JT/March 29th 2019