

# ANNUAL GENERAL MEETING

Monday 15<sup>th</sup> October 2018  
6.00pm

The Annual General Meeting of Action for ASD will take place on Monday 15<sup>th</sup> October 2018 at 6pm in the resource room at the ARC, **Suites 7 & 8 Kings Mill, Queen Street, Harle Syke, Burnley, BB10 2HX.**

## AGENDA

1. Financial Statement and Trustees Report of 31<sup>st</sup> March 2018
2. Chairman's report
3. Appointment of Trustees
  - resolution to reappoint the following trustees who are retiring by rotation: **David Preston; Janet James**
  - resolution to appoint any persons who have been nominated in accordance with the Charity's Articles of Association:
4. Funding of Sessions
5. Any Other Business

## Notes

There is no limit to the number of trustees which the Charity may have.

If you wish to become a trustee, or nominate another member as a trustee, please note that the Charity's Articles of Association require that a trustee:

- a) is over eighteen years of age,
- b) is not disqualified from acting as a trustee under the terms of the Charities Acts 1992 and 1993, or from being a company director,
- c) must be nominated for appointment in writing by a member of the Charity not less than fourteen days before the meeting, and the nominee must confirm in writing his/her willingness to be appointed – the nomination should be sent to the Charity's office. As required by the Articles of Association, we will then inform all members, not less than seven days before the meeting, of all nominations thus received.

Any member of the Charity over eighteen years of age may vote at the meeting, or appoint a proxy to vote on his/her behalf.

If you wish to appoint a proxy, please contact the Charity and a proxy form will be sent to you, which you must complete and return to the Charity's office 48 hours before the meeting.

An organisation which is a member of the Charity may authorise someone to act as its representative at the meeting, and to vote on its behalf.

Please note, however, that if your membership subscription is overdue for payment at the date of the meeting, you will not be able to exercise your right to vote.