**NOTIFICATION FOR THE 1st ANNUAL GENERAL MEETING**

**of**

**WHETSTONE GOOD NEIGHBOUR SCHEME**

Notice is hereby given that the ANNUAL GENERAL MEETING (AGM) of WHETSTONE GOOD NEIGHBOUR SCHEME (WGNS) will be held on Monday the 18th September 2017 at 19:15 in the Edward Wright Room, Whetstone Parish Council Offices, Cemetery Road, Whetstone LE8 6LL to conduct the following business.

1. Opening Remarks/Welcome
2. Apologies
3. Presentation and Adoption of the Annual Report
4. Presentation and Adoption of the Annual Accounts
5. Election of Principal officers and Management Group
6. Any motions to be put to the AGM
7. Any other Competent Business (time allowing)
8. Closing Remarks

All volunteers, clients and other interested parties are invited to attend the meeting which will follow a strict agenda to finish at 20:45.

The current Principal Officers and other members of the Management Group are:

**Principal Officers:**

Barry Fisher – Chair

Monica-Jean Hoare – Treasurer

Gail Frith – Secretary

**Other Members of the Management Group:**

Rachal Hall – Safeguarding Lead

Jenny Hilton

Neale Bassford

The WGNS Constitution requires that the schemes Principal Officers, who must be unrelated, shall be elected annually. Except for Gail Frith (Secretary), who is unable to continue in post due to health issues, the remaining Principal Officers and other Management Group members are available and prepared to be nominated for re-election.

21st August 2017

WHETSTONE GOOD NEIGHBOUR SCHEME

IMPORTANT DATES AND ACTIVITIES

**Motions to be put to the AGM**

Anyone wishing to put forward a motion for consideration by the AGM, must submit such change by 4th September 2017. Any motions received after this date will not be considered at the AGM but will be considered by the Management Group and, if appropriate, a Special General Meeting will be called. No new motions may be put forward on the night of the AGM

**Nominations for Principal Officers and other Management Group members**

Nominations are invited for the Principal Officers and other members of the Management Group. Nominations do not have to be existing volunteers but must be received by 11th September 2017 indicating the position they are being Nominated for. All nominations require a proposer and the approval of the Nominee. Voting for each position will be by a show of hands by those attending the AGM on the 18th September 2017. Elected officers and other management group members will assume their roles from the conclusion of the meeting.

The following roles require nominations:

Principal Officers:

Chair

Treasurer

Secretary

Other Management Group Members:

Deputy Chair

Safeguarding Lead

We are looking to gradually build up the Management Group to 8 or 9 people, not all with specific titles and not all active members of our volunteer community. We are open to the inclusion of other parties who can bring skills and experience to the group to assist in its overall management. We are also working to have deputy cover for all Principal Officers and other key roles.

**Submission of Motions and Nominations**

Motions and Nominations can be emailed to [info@whetstonegns.org.uk](mailto:info@whetstonegns.org.uk) or delivered or posted to Barry Fisher, 37 Spinney Halt, Whetstone, Leicester LE8 6HW

**RSVP**

If you are planning to attend or would like to attend the AGM, then please contact us on 07939 685537 so that we can plan to accommodate all attendees and ensure sufficient copies of paperwork are available.

WGNS clients who would like to attend but need transport should also contact us on 07939 685537 so that we can try and arrange transport.