

**ROMSEY & DISTRICT u3a**  
**Charity No. 11082501**  
**ANNUAL GENERAL MEETING**

Notice is hereby given that the  
**Annual General Meeting of the Romsey & District u3a**  
Will be held in  
**Crosfield Hall Romsey and via Zoom**  
On **Wednesday 15<sup>th</sup> May 2024** commencing at **10:30 am**

The purpose and business of this meeting is to :

1. Agree the draft minutes of AGM 17<sup>th</sup> May 2023
2. Receive the Trustees' Annual Report
3. Approve the accounts
4. Elect the Trustees and Officers for the year 2024-2025

A formal agenda will be sent out closer to the meeting date together with all other documents – the draft minutes from the AGM held 17th May 2023 can be found on the Romsey & District u3a website.

<https://u3asites.org.uk/files/r/romsey/docs/rdu3areporttomembers2022-23.pdf>

### **Election of Trustees and Officers**

Our constitution requires that all trustees, including those who are officers, are elected annually and that there shall be a minimum of 5 and a maximum of 12 trustees.

The trustees make up the management committee of our charity and they typically meet 6 times each year.

The officers are the Chair, Vice Chair, Secretary and Treasurer.

If you would like to stand for election as a trustee or officer, you must submit a nomination form which is included herewith and is also available from our website or the Secretary. You and your proposer and seconder can submit your nomination form by email or post as indicated on the nomination form. It is important that you indicate on the form whether you are standing as a trustee or for one of the officer positions.

Before submitting your nomination it is recommended that you read the Charity Commission's guidance ['The Essential Trustee'](#)

If you wish to discuss your interest in standing as a trustee you should contact either Bob Shemelt, [rgshemilt@gmail.com](mailto:rgshemilt@gmail.com) Chair or Trisha Meredith [secretary@romseyu3a.org.uk](mailto:secretary@romseyu3a.org.uk) Secretary

After election an induction will be given.