



Secretary: John Keayes

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3 May 2023

## Notice of the 2023 Annual General Meeting of Shipston-on-Stour Area u3a

Dear member

This is a notice of intent that the 2023 Annual General Meeting (AGM) of the Shipston-on-Stour u3a will be held in the **Townsend Hall, Shipston-on Stour, at 2.00 pm on Tuesday 27 June 2023** and this will be followed by a celebration of 10 years since our branch of the u3a was formed.

Your u3a is a registered charity and as a result it is essential that we hold an AGM to review the activities and accounts of the Shipston Area u3a and elect officers and trustees to comply with charity law and u3a rules.

This year's AGM must follow the Constitution that was adopted at the 2022 AGM, and as a reminder, that Constitution was the model published in 2021 by the Third Age Trust, the national body for u3as in the UK. Under the Constitution, the charity has to be managed by a committee (we refer to as the Executive Committee) of officers and other members elected at the AGM. At the AGM we need to elect up to 12 trustees including the officers (who comprise the Chair, the Vice chair, the Treasurer and the Secretary).

Currently we have 11 trustees and three of them, Jackie Finlay, Helen Pendery and Thérèse Woodward, will be standing down from the Executive Committee so we **would welcome applications** to replace them.

This letter therefore seeks nominations from paid-up members of Shipston-on-Stour Area u3a for the Executive Committee positions and I attach a Nomination Form for this purpose.

I also attach a Motions for Debate Form to enable you to ask for any issue you wish to be raised at the AGM.

If you wish to be nominated for the Executive Committee and / or wish to formally raise an issue at the AGM, please let me have your completed form(s) no later than Wednesday 24 May 2023.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Keayes'.

John Keayes - Secretary

Annual General Meeting 2023  
Notice of Intent

Registered Charity No: 1170969