

**Meppershall Village Hall**  
**Notice of Annual General Meeting**  
**On Sunday 26th November 2017 at 6pm in the Interim Village Hall, Meppershall**

AGENDA

1. Approve minutes of the previous annual general meeting held on 13<sup>th</sup> November 2016
2. Trustees and Treasurers report and approve accounts for the year to 31<sup>st</sup> March 2017
3. Update on progress, specification, process, timing and construction of the new Village Hall
4. Election of trustees
5. Any other business:
  - Notified before the meeting
  - Arising at the meeting

**Notes:**

Item 1:

The report of the meeting is available by request or on the website

<https://www.meppershallvillagehall.co.uk/index.php/about-us/accounts-financial-information>

Item 2:

The accounts will be available prior to the meeting on request by post or email or via the website

<http://www.meppershallvillagehall.co.uk>.

Item 3:

Updates have also been included in The Messenger and on the website on a regular basis.

<https://www.meppershall.org/index.php/village-hall-development>

Item 4:

Details of the existing trustees are available on request by post or email, all of whom are willing to continue. The current trustees are shown on the Village Hall website and the Charities Commission website under Meppershall Village Hall Charity number 300052.

<https://www.meppershallvillagehall.co.uk/index.php/about-us/trustees-committee>  
<http://www.charitycommission.gov.uk>.

Further nominations for the role of trustee, with a seconder and the nominees consent to act, should be provided in writing preferably ahead of, or otherwise at the latest delivered at the start of the AGM.

A nominee must be willing and able to fulfil all the legal duties and responsibilities of a trustee and make the necessary time available to attend at least eight meetings during the year as well as assist in the running of a self-help organisation by taking on and delivering specific projects.

The appropriate form for nominations may be requested by post or email.

Item 5:

Items for other business should preferably be submitted in writing by post or email at least two working days before the AGM so that appropriate research or information that is required can be collated before the meeting.

Postal request details:

David Birch  
The Brook  
18b Shefford Road  
Meppershall  
Beds  
SG17 5LJ

Graham Jones  
10 Taylors Close  
Meppershall  
Beds  
SG17 5NH

Dave Foskett  
11 Orchard Close  
Meppershall  
Beds  
SG17 5LW

Email contact details:

David Birch  
[dcbirch@btinternet.com](mailto:dcbirch@btinternet.com)

Graham Jones  
[graham@girasole.co.uk](mailto:graham@girasole.co.uk)

Dave Foskett  
[david@foskett.org.uk](mailto:david@foskett.org.uk)

25<sup>th</sup> September 2017