



**To: all Members, Local Organisers, Area Organisers, Independent Members & Honorary Members**

### **NOTICE of ANNUAL GENERAL MEETING**

In accordance with the Memorandum and Articles of Association, notice is hereby given that the next Annual General Meeting of the National Women's Register is to be held at:

**11.45am on Saturday 22 June 2019**

The Crowne Plaza, Plymouth

The Agenda, Annual Report and Accounts for 2018 are attached for your information together with the draft Minutes of the 2018 AGM. We would appreciate if members could share all these documents with group members who may not have access to email or the internet. Additionally, copies of the agenda, accounts and staff reports will be available to download from the members' area of the website under the 'Resources' tab then 'Form and documents' and scroll down to AGM 2019. Members without an email address can request paper copies from the NWR Office.

The trustees and the staff of NWR aim to give comprehensive answers to any questions that you might have but for the better performance of the meeting and in the interests of fairness and timings **please submit any questions to the office, no later 7 June 2019**. We will accept questions in writing or by email. Anonymous questions will not be accepted.

Please note that, as questions will also be invited following the presentation of each part of the report at the meeting, the agenda does not include Any Other Business.

NWR Chair of the Board

NWR Office: 23 Vulcan House, Vulcan Road North, Norwich NR6 6AQ.

Email: [office@nwr.org.uk](mailto:office@nwr.org.uk)



## Annual General Meeting

11.45pm on Saturday 22 June 2019 at The Crowne Plaza, Plymouth

### AGENDA

1. Welcome and Introductions
2. Apologies for Absence
3. Minutes of the Annual General Meeting held on 23 June 2018
  - a. Proposed
  - b. Seconded
4. Matters Arising
5. Report from Board of Trustees of 2018 activities
6. Finance
  - a) Presentation of Accounts for 2018
  - b) Acceptance of Accounts
    - a. Proposed
    - b. Seconded
  - c) Appointment of Auditors for Next Year
7. Trustee Election
8. Questions to trustees  
(Responses to questions received at least 14 days prior to the meeting and not answered in any other part of the business)
9. Vote of thanks

Copies of the **draft** 2018 AGM minutes and the Independently Examined Accounts for 2018 are available to any member via email or on paper on request from the NWR Office.

**Copies of the agenda, accounts and draft 2018 AGM minutes are also available on the members' area of the website.**

**Proxy voting.** A member of the Association entitled to attend and vote at the Meeting is entitled to appoint a proxy to attend, speak, and vote instead of the member. A proxy need not be a member of the Association. Any member wishing to appoint someone as their proxy should inform the Norwich office no later than 10 days before the AGM.