



## PELHAM VILLAGE HALL

PENALLT, MONMOUTH, MONMOUTHSHIRE, NP25 4AH

*Registered Charity 524369*

# **Pelham Hall AGM AGENDA**

**6.30 pm Monday 14<sup>th</sup> June 2021**

**ALL RESIDENTS WELCOME**

1. Apologies for absence
2. Approval of 2020 AGM minutes
3. Matters arising
4. Chairman's report
5. Treasurer's report
6. Election of officers:
  - Chairman
  - Secretary
  - Treasurer
7. Election of Committee members
8. Appointed representatives
  - Tennis Club
  - Cricket Club
  - Bowls Club
  - Church
  - TUCC
9. Appointment of Auditors
10. AOB
11. Closure of AGM

This meeting will be conducted over Zoom. Please let Nikki Scarr ([nikki.scarr@hotmail.co.uk](mailto:nikki.scarr@hotmail.co.uk)) know if you are able to come and an invite will be sent.

*From the Pelham Hall Governing document:-*

## **6. Annual General Meeting – AGM**

- 6.1 The Management Committee will be elected annually at the AGM to administer the ground and any existing building or buildings to be erected thereon.
- 6.2 The Management Committee shall consist of a Chairman, a Secretary and a Treasurer, representatives appointed by the bodies listed in section 6.4 below, and up to five other members. All except for the appointed representatives shall be elected at the AGM.
- 6.3 The maximum term of service for the Chairman, Secretary and Treasurer shall be three years.
- 6.4 The following bodies may appoint no more than one representative to the Management Committee:-
  - Penallt Tennis Club
  - Penallt Cricket Club
  - Parish of Trellech and Penallt
  - Trellech United Community Council
  - Pelham Hall Bowls Club
- 6.5 The AGM must be held every year, with 21 days notice given to all members and with an agreed agenda. Minutes must be kept of the AGM.
- 6.6 There must be at least 12 members present at the AGM.
- 6.7 If fewer than 12 are present then the AGM shall be reconvened within 30 days.
- 6.8 Every member has one vote but, if there is an equality of votes, the person who is chairing the meeting shall have a casting vote in addition to any other vote that he or she may have
- 6.9 The Management Committee shall present the annual report and accounts.
- 6.10 Any member may stand for election to the Management Committee.
- 6.11 Members shall elect up to five (see section 6.2) individuals to serve for the next year. They will retire at the next AGM but may stand for re-election.
- 6.12 Independent auditors shall be elected annually at every AGM.