



25 January 2021

Dear Member

ANNUAL GENERAL MEETING 2021

CF10's Annual General Meeting will be held on **THURSDAY 18 MARCH 2021** commencing at **7pm**. Due to the pandemic, the meeting will be held remotely. Joining instructions, including a link, will be sent closer to the date.

The AGM will comprise:

- An update on progress during the previous year
- An opportunity for members' questions and discussion
- Approval of the revised Mission Statement
- A presentation of the accounts
- The election of a Chair and up to two Board Directors. Voting will have taken place before the meeting.

The Annual Report 2019/20 and Annual Accounts 2019-20 are available for members' scrutiny in the Documents section of the website in the 'AGM 2021' folder. The accounts, at the time of writing, have been approved but are unsigned. When all relevant signatures have been added then the file will be replaced with the final version. The revised Mission Statement is also included in the folder.

A Nomination Form for the above posts is also available in the AGM 2021 folder in the Documents section of the website, should you wish to apply. This completed form must be returned to me no later than 4 March. If you have any queries, please do not hesitate to contact me.

The timetable for voting as set out in our Standing Orders Election Policy in the Directors' Handbook available on the website is as follows:

4 February – Last day for Nomination Form 2021 to be available. This form is on the website already.

4 March – Last day for nominations forms to be returned

7 March – Electronic voting opens

16 March – Electronic voting closes

18 March – AGM including results of any election

If you would like to be more involved in the Trust's work but are not ready to apply for Board membership, then we would still be delighted to hear from you. The Board comprises 9 elected directors, but other members attend meetings as observers to form a wider working group so strengthening the skill base of the organisation.

If you would like to join this wider group please get in touch.

I look forward to seeing you for what I am sure will be both a novel and interesting evening.

Yours faithfully,

Huw

Dr Huw G Jones

Secretary

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