



Annual General Meeting

To be held at the Kelmscott Community Garden 55 River Rd Kelmscott

2.00pm Saturday 17th October 2020

Agenda

1. Welcome & Apologies
2. Acceptance of minutes of previous Annual General Meeting 7 September 2019
3. Chairperson Report
4. Annual Report
5. **Treasurer's Report** – *Tier 1 organisation reporting requirement – Statement of receipts & payments, bank reconciliation, statement of assets & liabilities*
7. Election of Committee
 - a. Chairperson -
 - b. Vice Chairperson
 - c. Secretary
 - d. Treasurer
 - e. Four (4) General Committee Members -
8. Review of Annual Membership Fees
9. Urgent business
10. Close of Meeting