

# Annual General Meeting 2024

## Report and Accounts for the year ended 31st March 2024

### **NOTICE IS HEREBY GIVEN**

that the 24th Annual General Meeting of the Small Woods Association will be held in person and online via Teams for the following purposes:

### **Resolutions**

1. To receive and adopt the financial statements of the company for the year ending 31st March 2024 and the reports of the Directors and the Auditors thereon,
2. To re-elect one board member: John Blessington.
3. To elect new board members: Adam Gillingham, Ben Howard, Liz Newton, and Michael Innes
4. To reappoint James, Holyoak and Parker, Chartered Accountants of Shrewsbury, as Auditors and to authorise the Directors to set their remuneration.

### **BY ORDER OF THE BOARD**

**Chris Duncan, Company Secretary, 21st June 2024**

SWA IS A REGISTERED CHARITY NO. 1081874, AND A CHARITABLE COMPANY LIMITED BY GUARANTEE NO. 3919849. REGISTERED IN ENGLAND AND WALES. REGISTERED OFFICE: Green Wood Centre, Station Rd, Coalbrookdale, Telford, TF8 7DR. Tel: 01952 432769

*The final accounts will be presented for approval by the directors at the Board meeting of 13th September 2024 for ratification by members at the AGM. Copies will be available for the AGM, or may be downloaded from [smallwoods.org.uk](http://smallwoods.org.uk), or a copy may be obtained from the main office on 01952 432769.*

### **AGENDA OF THE 24TH ANNUAL GENERAL MEETING OF THE SMALL WOODS ASSOCIATION**

1. To read the Notice Convening the Meeting
2. Apologies
3. Minutes of last year's AGM and Chairman's Report
4. Treasurer's Report
5. To vote on resolutions:
  1. To adopt the financial statement for the year ending 31st March 2024,
  2. To re-elect one board member: John Blessington
  3. To elect board members: Adam Gillingham, Ben Howard, Liz Newton, and Michael Innes
  4. To re-appoint James, Holyoak and Parker, Chartered Accountants of Shrewsbury, as Auditors and to authorise the Directors to set their remuneration.
6. Any other relevant business (Company Secretary must be notified of the content in writing by 16th September 2024)

*Under the 'Memorandum & Articles of Association', trustees who have been in office for three years are required to stand down and seek re-election.*

# Proxy voting form for those not attending AGM

I/We

Address/postcode

being member/s of the above company, hereby appoint :

Address/postcode

or failing him/her the chair of the meeting as my/our Proxy to vote on my-our behalf at the Annual General Meeting of the Company to be held in person and online on 28th September 2024 and at any adjournment thereof.

Signed

Date

## RESOLUTIONS

To adopt the Annual Report and Accounts for the year ending 31st March 2024

For      Against

To re-elect Board members:

John Blessington

For      Against

To re-elect Board members:

Adam Gillingham

For      Against

Ben Howard

For      Against

Liz Newton

For      Against

Michael Innes

For      Against

To reappoint James, Holyoak and Parker as Auditors to the Company and to authorise the Directors to fix their remuneration

For      Against

**Please return the above form before 16th September 2024:**

By post: Small Woods Association, Freepost RRBX-HCGE-ECLZ, Coalbrookdale, TF8 7DR

Or by email: [office@smallwoods.org.uk](mailto:office@smallwoods.org.uk)