



# LETCHWORTH ARTS AND LEISURE GROUP

## NOTICE OF ANNUAL GENERAL MEETING 2018

**To be held in Kincaid Hall, The Settlement, Letchworth Garden City SG6 4UB  
on Tuesday 20 November 2018 at 730pm**

All Members are welcome to attend. Refreshments will be provided.

### Agenda

1. Welcome
2. Apologies for Absence
3. Approval of minutes of the Annual General Meeting on 7 November 2017
4. Matters arising not covered under other agenda items
5. Chairman's Report
6. Treasurer's Report
7. Formal approval of accounts for period ended 31 July 2018
8. Membership Secretary's Report
9. Proposed changes to Constitution – see attached note from the Chairman
10. Level of future membership fees
11. Election of Committee members (including members retiring by rotation and offering themselves for re-election and members co-opted by the Committee during the year and offering themselves for election)
12. Any Other Business
13. Date of 2019 Annual General Meeting: Tuesday 26 November 2019

The agenda, and the minutes of the last Annual General Meeting, are also:

- On the LALG website.
- Displayed on the LALG noticeboard at David's Bookshop, 14 Eastcheap, Letchworth Garden City SG6 3DE.
- Available from the Secretary – contact details below.

The accounts for the period ended 31 July 2018 will also be on the LALG website or available from the Secretary before the AGM.

## Election of Committee members

At the time of issue of the agenda there are **8** vacancies for Committee members, including 4 vacancies arising from members retiring by rotation who may offer themselves for re-election.

If you would like to stand for election to the Committee, please complete and return the nomination form by **13 November 2018**. Nominations received after this date will not be considered. Please note that to stand for election to the Committee you must be a Member of LALG, as must your proposer and seconder.

Please return the completed form to the LALG Secretary, Marian Adams, 9 Birds Hill, Letchworth Garden City SG6 1PL or by email to [secretary@lalg.org.uk](mailto:secretary@lalg.org.uk)