

Respond to:

**9a Caddstown Industrial Park
Clovelly Road, Bideford,
North Devon EX39 3DX
Tel. 01237-475131
e.mail – nddgymclub@yahoo.co.uk
www.northdevongymnastics.org.uk
Registered Charity no.1158811**

N. Devon Display

Gymnastics Club

Notice of:- Annual General Meeting

**Date: Monday 20th November 2017 @ 6.00p.m.
To be held at the above address**

Dear Members, Parents/Guardians,
Monday 16th October 2017

Issued w/c

In compliance with the Charities Act 1993 and the North Devon Display Gymnastics' Club (NDDGC) Constitution, NDDGC will hold its Annual General meeting at the above stated time and place.

All the Members of the Club and charity including its satellites, are entitled to attend and vote at the meeting. In the case of a member under 16 years the parent/guardian may use their vote.

To ensure the development and future security of your Club, we would ask you to consider putting yourself forward as a Trustee Committee member or as a volunteer helper if aged 16yrs or over. All applications/nominations must be in writing and submitted to the Club Secretary or Administrator at the above address, at least 14 days before the A.G.M. (Monday 6th November 2017 latest).

Alternatively, if you have a particular skill, trade, profession, or time, that would be of benefit to the Club please contact the Chairperson or any member of the Committee, administrator or a Coach, who will be pleased to pass on your details.

Please use the cut off slip at the bottom of this letter to respond.

A.G.M. Agenda

- Approval and signing of last minutes
- Chairman's report
- Treasurer's report
- Head Coach Report
- Election of Officers (**3 current Trustees will stand for re-election**)
who shall hold office from the conclusion of the meeting for a period of 2 years or as required by the Club constitution.
- A.O.B
- Date of next A.G.M; Close of business

We hope you will be able to attend the meeting and look forward to seeing you.

**Joy Payne -
Chairman & on behalf of the Trustee Committee**

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Response slip: Election/Re-election of Officers 3 (Three) positions).3 current Trustees will stand for re-election

I, (name)----- would like to apply/nominate,
Name-----

C o n t a c t
details-----

to the Trustee Committee:-

NOTE:- All applications/nominations (Which must have the permission of the person being nominated) to the Trustee Committee must be in writing and submitted to the Club Secretary/Administrator or Committee) at the above address, or by post or e.mail, at least 14 days before the A.G.M. (Monday 6th November 2017 latest).

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If you have particular skills i.e. Accountant, architect, lawyer, surveyor, building/maintenance, administration, costume making, D.J., electrician, etc and would like to support the Club, please let us know.

Name:.....Tel.No:.....

I would like you to keep my details on file as a volunteer helper.

I have particular skills/qualifications as.....

Please accept our thanks