



FRIENDS OF
GUILDFORD
CATHEDRAL

NOTICE OF THE 2024 ANNUAL GENERAL MEETING AND AGENDA

The fifty-fifth Annual General Meeting of The Friends of Guildford Cathedral will be held on **Sunday 16th June at 11.30am in the Chapter Room at Guildford Cathedral.**

Please note that if you are unable to attend, you may appoint a proxy to vote on your behalf if you wish to do so. See page 3 below for details. Proxy notices must be received in the Cathedral office (addressed to the Friends' Secretary) no later than 9am on Friday 14th June 2024.

AGENDA

1. Welcome by Chairman, Joy Allen
2. Apologies for absence
3. Minutes of the Annual General Meeting held on 26 June 2023
4. Matters Arising
5. Chairman's Report and comments
6. Presentation of the accounts for the year ended 31 December 2023
7. To appoint Moore (South) LLP as Independent Examiners for the year ending 31st December 2024 at a fee to be agreed by the Directors.
8. Election of Directors:
 - a) There are currently 9 trustees, including the Interim Dean (ex officio). The conversion to CIO has not yet been completed, so the Constitution in place is

that approved by the AGM in 2023. This calls for 1/3 of the trustees (to the nearest whole number) to retire each year, in our case 3.

Pauline Read, Angela Townshend and Shirley-Margaret Lloyd have all completed 3-year terms and retire by rotation; each offers themselves for re-election.

9. Special Resolutions:

- a) The members of The Friends of Guildford Cathedral, registered charity number 250402, registered as a company limited by guarantee (in the name of “Friends of Guildford Cathedral (The)”), number 540920, resolve at a General Meeting held on Sunday 16th June 2024 to apply for conversion of the charitable company to a Charitable Incorporated Organisation under the same name and with the same objects.

- b) The members of The Friends of Guildford Cathedral, registered charity number 250402, registered as a company limited by guarantee (in the name of “Friends of Guildford Cathedral (The)”), number 540920, resolve at a General Meeting held on Sunday 16th June 2024 to adopt the Constitution for the Charitable Incorporated Organisation.

The Special Resolutions above would need the approval of 75% of those members present and voting (including proxies – see over for how to appoint a proxy to vote for you if you cannot attend in person but still wish to vote)

10. Any other business.

Appointment of proxies

Proxies may only validly be appointed by a notice in writing (a 'proxy notice') which

- a) States the name and address of the member appointing the proxy;
- b) Identifies the person appointed to be that member's proxy and the general meeting in relation to which that person is appointed; and
- c) Is signed by or on behalf of the member appointing the proxy, or is authenticated in such manner as the directors may determine.

Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more resolutions.

Unless a proxy notice indicates otherwise, it must be treated as allowing the person under it discretion as to how to vote on any ancillary or procedural resolutions put to the meeting.

Any form which meets the requirements above, but members may use the form below if they wish. It can be returned by post or email, but must be signed or come from the email address registered with the Friends. It should be received by 9am on Friday 14th June.

The Friends of Guildford Cathedral Proxy notice

Name of Member:

Address of Member:

Date of Meeting at which proxy is to be used: 16th June 2024

Name of proxy:

*If you are not sure who may be attending, you may nominate the Chair (Joy Allen) if you wish – **yes/no**
(delete as appropriate)*

*(optional) I wish my proxy to vote as follows on the two Special Resolutions –
for/against (delete as appropriate)*