



**Notice of Annual General Meeting**  
**19:00- 20:30 Tuesday 17<sup>th</sup> July 2018**  
**Bridport Literary and Scientific Institute,**  
**51 East Street, Bridport, Dorset DT6 3JX**

## **AGM AGENDA**

**Finger buffet food available from 18:30 for a 19:00 start**

### **19:00 Introductions**

1. Apologies and declarations of interest – Pete West (Secretary)
2. Check on quorum for the meeting and information on voting procedure, including proxy votes
3. Approving 2017 AGM minutes and matters arising.
4. Presentation of Directors Annual Report plus questions– Pete West (Secretary and director)
- 5) Update on new financial management procedures, data security and updated Privacy Policy plus questions - Henry Lovegrove (Finance Director)

### **6. Annual Accounts for the period 1/04/17 to 31/03/18**

- 6.1 Presentation of Annual accounts – Henry Lovegrove (Finance Director)
- 6.2 Questions on the accounts
- 6.3 Voting to:
  - 6.3.1 Approve the Accounts for the year ended 31st March 2018
  - 6.3.2 Approve the Directors' recommendation to not require a full professional audit of the 2017-18 Accounts.
  - 6.3.3 Approve the Directors' recommendation to pay share interest to members at the rate of 5.5% per annum for 2017-18 and a projected 5.5% p.a. for 2018-19. (Note members' capital repayments will also start in 2019)

### **7. Appointment of Directors**

Note: At least 1/3 of Directors must stand down by rotation at each AGM, although they are eligible for re-appointment. Selection is firstly by date of appointment and secondly by alphabetical surname for directors appointed on the same date. The current directors standing down are Emily Bullock and Tom Burnett, who both would like to stand for re- election.

- 7.1 Voting for directors standing for re-election: Emily Bullock and Tom Burnett
- 7.2 Voting to appoint a new director, Claire Higdon, who has attended a directors' meeting as an observer and whose appointment is supported by the existing directors (A summary of Claire's CV is attached)

7. Members' resolutions (if any)

8. AOB and close of AGM

## **Members' meeting 19:45- 20:30**

**1) Discussion and presentation on two new Dorset Community Energy projects proposed for August – December 2018 (including one in Bridport) – Tom Burnett**

**2) Feedback and questions on the members' survey completed in May 2018- Derek Moss**

**20:30 Close and networking**