



Youth | Community | Arts

York House Centre, London Road, Stony Stratford, Milton Keynes MK11 1JQ  
01908 561 075 admin@york-house-centre.co.uk

28<sup>th</sup> August 2020

York House Centre (Stony Stratford)  
London Road  
Stony Stratford  
Milton Keynes  
MK11 1JQ

Dear York House Member

### York House Centre (Stony Stratford) 13<sup>th</sup> AGM

I am writing to invite you to participate in the Annual General Meeting (the "Meeting") of the Charity which is due on **Monday 21<sup>st</sup> September 2020**.

In view of the restrictions in place due to the COVID-19 pandemic we are changing the format of this year's AGM. There will be no physical meeting. Instead we are inviting York House members to vote, propose resolutions, ask questions and make comments by email. This invitation and the trustees reports will be posted on the York House website (<http://www.york-house.org.uk>) on the "York House News" page.

The formal notice of the Meeting and resolutions 1 to 6 to be proposed are set out below. Organisational members are entitled to nominate one authorised representative to vote on the resolutions. **If you wish to vote on any resolutions, please do so by Tuesday, September 23<sup>rd</sup> as indicated for each resolution. You may find it easiest to copy and paste the resolutions to add your vote or comments.**

1. **Minutes (Resolution 1):** to receive and approve as a correct record the minutes of the tenth Annual General Meeting of the Charity held on Monday 16<sup>th</sup> September 2019. A copy of the minutes is attached to this email.
  - a. **Please vote either "APPROVED" or "NOT APPROVED" (with details of the item(s) you wish to see amended).**
2. **Trustees' Annual Report and Accounts for the year ended 31 March 2020 (Resolution 2):** to receive and adopt the annual report and accounts for the year ended 31 March 2020. A copy of the annual report is attached to this email. **NOTE:** The accounts have been submitted to the auditors and will be distributed to members prior to September 21<sup>st</sup>.
  - a. **Please vote either "APPROVED" or "NOT APPROVED" (with details of the item(s) you wish to see amended, or any comments).**



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3. **Auditors (Resolution 3):** the Charity is required at each general meeting at which accounts are presented to appoint auditors to hold office until the next such meeting. Accordingly, Resolution 3 seeks to appoint Essendon Accounts & Tax Ltd, 3 Warren Yard, Warren Park, Milton Keynes, MK12 5NW as auditors to the Charity and authorises the Directors to fix their remuneration. For information: Essendon has been York House's auditors for many years and the Trustees are very pleased with their track record, and recommend approval.
  - a. **Please vote either "APPROVED" or "NOT APPROVED" (with comments)**
4. **Election of Directors (Resolution 4):** to vote on the appointment as Directors of any members nominated in accordance with article 27(2) of the Charity's Articles of Association. Andrew Hulme was co-opted to the Board of Trustees at the meeting on March 16<sup>th</sup> 2020 and his appointment needs to be approved at the AGM. His appointment has been proposed by Stephen Ratcliffe and seconded by Kevin Hall.
  - a. **Please vote either "APPROVED" or "NOT APPROVED" (with comments)**
5. **Re-election of Directors retiring by rotation (Resolution 5):** All Directors are required to submit themselves for re-election at least once every three years. Stephen Ratcliffe, Amanda Box, Deryck Tucker and Derek Gibbons are retiring in accordance with the Charity's Articles of Association and all are offering themselves for re-election. The re-election of all these directors has been proposed by Ken Daniels and seconded by Mick Moutrie.
  - a. **Please vote either "APPROVED" or "NOT APPROVED" (with comments)**
6. **Date for the 14<sup>th</sup> AGM (Resolution 6):** September 20<sup>th</sup> 2021 is proposed.
  - a. **Please vote either "APPROVED" or "NOT APPROVED" (with comments)**

Please include any questions or comments in your response to this email. We will endeavour to get back to you as soon as possible.

For your information, Fiona Trinder has left York House to take up a career in teaching, for which we wish her every success. She will be missed after seventeen years of splendid service. Tina Batten continues to be on furlough while the office remains closed. Our stalwart caretaker, Malcolm, has returned for limited hours to cater for the gradual and very restricted return of groups and events to York House.

Keep an eye on the website at <http://www.york-house.org.uk> for news of events and changes.

Thank you for supporting York House Centre. Rest assured, the trustees are making every effort to see the centre through these difficult times, and are planning for the future.

Ken Daniels  
Chairman of Trustees - York House Centre (Stony Stratford)  
cc. Essendon Accounts & Tax Ltd



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We invite nominations for Directors in accordance with Item 27 of our Articles of Association:-

**27. No person other than a Director retiring by rotation may be appointed a Director at any general meeting unless:**

**(1) he or she is recommended for re-election by the Directors; or**

**(2) not less than fourteen nor more than thirty-five clear days before the date of the meeting, the Charity is given a notice that:**

**(a) is signed by a member entitled to vote at the meeting;**

**(b) states the member's intention to propose the appointment of a person as a Director;**

**(c) contains the details that, if the person were to be appointed, the Charity would have to file at Companies House; and**

**(d) is signed by the person who is to be proposed to show his or her willingness to be appointed.**