



SOPER HALL COMMUNITY CENTRE LTD

NOTICE OF NINTH ANNUAL GENERAL MEETING

TO BE HELD BY ZOOM ON TUESDAY NOVEMBER 10TH AT 7.00PM.

To: All members

14th October 2020

Coronavirus has been affecting all our lives and has meant that we will be unable to hold the Annual General Meeting in the normal way in Soper Hall.

So things will be done differently this year.

In the light of the public health measures in force we will:

- (a) Hold the AGM electronically by ZOOM on November 10th.
- (b) Organise a General Meeting in Soper Hall once restrictions have been lifted

The Meeting on November 10th will run through the basic legal requirements:

- Approve the Minutes of the AGM held in September 2019
- Receive the Treasurer's Report for the year 2019
- Receive the Chair's Report for the year 2019
- Re-elect **Michael Cooper** and **Hilary Hopkinson** as Directors of the Company
- Ratify the appointment of **Lisa Fisher** as a Director
- Elect New Directors (if any)
- Elect a Chairman for the forthcoming year
- Elect a Vice Chairman for the forthcoming year
- Determine the Membership Subscription for the forthcoming year

If you are unable to attend the meeting and you would like to appoint a proxy to vote at the meeting, or would like to nominate a Director for the Board of Directors, please advise me by email or in writing to the address below.

If you wish to attend the meeting by ZOOM please let me know so that the joining details can be sent to you before the meeting.

Yours sincerely,

John Howarth

Company Secretary:

For and on behalf of Soper Hall Community Centre Ltd.

Address: 16 Dorking Road, Great Bookham, Leatherhead, Surrey KT23 4LX

Email: qvldhow@tecrec.net