

MALVERN FESTIVAL CHORUS
A.G.M. 2022

The Annual General Meeting will be held on **Tuesday 13th September 2022** in St Edmunds Hall, College Road, Malvern and via Zoom, at **8.45 p.m.**

Please find enclosed:

- Minutes of the 2021 AGM
- 2022 AGM Agenda
- Annual reports
- Accounts
- A list of current Officers and Committee members
- Nomination forms

Nominations are required for the offices of Treasurer and Concert Manager, and for Alto Voice Rep.

We should be delighted to welcome new people onto the Committee. Nominations, with proposer and seconder, should be sent to me in advance of the meeting. Forms for nominations are enclosed. If you are nominating someone else (as opposed to standing yourself), please check with them that they are willing to stand.

If you would like to know more about what our Committee does, we're making job descriptions available for your information. Click here to access them:

<http://www.malvernfestivalchorus.co.uk/job-descriptions>

Please note that Malvern Festival Chorus is a Registered Charity and that Committee members become Trustees of the charity. Trusteeship carries with it certain legal responsibilities but these are not unreasonable or onerous. There is an induction process for new Committee members, which will explain the way the Committee is set up and how it works. For information about the duties of Trustees, click here:

[The essential trustee: what you need to know, what you need to do - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Please submit any questions you wish to put to the AGM to Barbara Moss, prior to the meeting.

Barbara Moss – Secretary

AGENDA

1. Apologies
2. Minutes of last AGM (7th September 2021)
3. Matters arising
4. Committee and Director of Music Reports
5. Annual accounts
6. Appointment of Independent Examiner
7. Election of Officers
8. Election of Committee
9. Subscriptions
10. Any other business