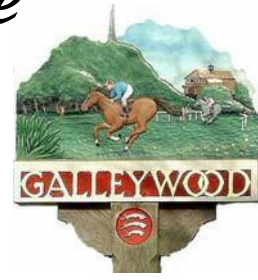


Galleywood Heritage Centre

(Registered Charity No 1128416)

The Common
Galleywood
Chelmsford
Essex
CM2 8TR



**Notice of Eighth Annual General Meeting to
be held on Tuesday 28th February 2017 at
8.00pm at Galleywood Heritage Centre
(Off Margaretting Road), Galleywood Common.**

AGENDA

- 1. Chairman's Opening Remarks**
- 2. Apologies for Absence**
- 3. Minutes of the Seventh Annual General Meeting held
on Monday 6th February 2016 and Matters Arising**
- 4. Chairman's Report and Approval**
- 5. Treasurer's Report and Approval**
- 6. Election of Four Trustees**

*N B – Nomination forms can be requested from the Centre or
downloaded from the website and should be received by the
Chairman by 9.00am Monday 20th February 2017*

- 7. Details of Appointed Trustees**

Signed – *John H Turkentine*

Chairman of Trustees – 25th January 2017

Trustees:

John Turkentine (Chairman), Stephanie Troop (Vice-Chairman),

John Cummin, Ian Eary, Richard Hyland,

Anthony McQuiggan, Graham Mundy, Neville Paul, Robert Villa

 **01245357700**

 **mail@galleywoodheritagecentre.org.uk**

 **www.galleywoodheritagecentre.org.uk**

Galleywood Heritage Centre

(Registered Charity No. 1128416)

Nomination form for Trustee vacancies

1. Proposer to complete:

I wish to nominate: [please print] _____
for election as a Trustee to the Galleywood Heritage Centre (GHC)

Signed: _____ Date: ____/____/____

Name: [please print] _____

Address: _____

2. Seconder to complete:

I wish to second this nomination.

Signed: _____ Date: ____/____/____

Name: [please print] _____

Address: _____

3. Nominee to complete:

I am willing to stand for election as a Trustee of the GHC. I confirm that I understand the role of a Charity Trustee**, and that I understand that Trustees serve for one year from the date of their election. I accept that if either my Proposer or my Seconder is not a resident of Galleywood, then my nomination will be void.

My election address is set out below [This should not exceed 200 words, explaining why you are standing for election, and what qualities and experience you would bring to the GHC if you were successful. Please continue overleaf if necessary]

** You may care to read the Charity Commission publication **CC3: The Essential Trustee – What you need to know**

Signed: _____ Date: ____/____/____

Name: [please print] _____

Address: _____

Contact Details: _____

Return completed form in sealed envelope, marked "AGM" by **9.00am Monday 20th February 2017**
and addressed to: John Turkentine, Galleywood Heritage Centre, The Common, Galleywood, CM2 8TR