

Galleywood Heritage Centre

(Registered Charity No 1128416)



The Common, Galleywood, Chelmsford, Essex, CM2 8TR

To: All Friends and Volunteers of the Galleywood Heritage Centre

At the recent AGM of the Galleywood Heritage Centre, it was decided to re-establish the Friends of GHC in order to help with fundraising. We cannot run GHC by hiring alone and welcome volunteers to help us organise events.

It has therefore been decided to hold an Annual General Meeting of the Friends in order to elect officers and a committee.

This will be held on: **Tuesday 9th May 2017, at 8.00 pm, in the Main Hall**

The commitment is quite modest – just one meeting every three months.

To become a Friend, you only have to pay £5. Trustees have agreed to issue free vouchers for the Tea Room to Friends and more important, organise an event in the summer to thank Friends and Volunteers for their support.

We look forward to seeing you on the above date and hope that after the meeting you will join us for a glass of wine and nibbles.

Christine E Paul

Dated: 15th April 2017

John H Turkentine

Our brief agenda is set out below:

1. Welcome by John Turkentine, Chairman of the Heritage Centre
2. Election of up to seven members
3. Notification of the two appointed members
4. Appointment of a Chairman, Secretary and a Treasurer
5. Amend final sentence in Friends Constution 2008 clause 5: “The Committee shall meet as often as necessary, normally monthly” – substitute quarterly for monthly
6. Agree a date for the first sub-committee meeting
7. Refreshments

Please indicate your interest in advance, by completeing the slip below and either returning it to: Marie Hyland at Galleywood Heritage Centre:

- By post: The Common, Galleywood, Chelmsford, Essex CM2 8TR
- By email: mail@galleywoodheritagecentre.org.uk
- Or respond directly by phone: **01245 357700**

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I am interested in joining the Friends of Galleywood Heritage Centre. I will/will not be able to attend the AGM on 9th May 2017.

Name:.....Telephone No:.....

Address:.....

Email:.....