



Annual General Meeting on Tuesday 15 September 2020 at 7.00pm  
To be held at The Play House, Rother Street,  
Stratford-upon-Avon

### **AGENDA**

1. Welcome and opening remarks – Quentin Willson, Chair
2. Chief Executive's presentation – Sara Aspley
3. Financial overview – Clive Snowdon (Chair, Finance Investment & Property Committee)
4. To vote on the Business of the Meeting as set out in the Notice
  - Resolution 3 is being proposed as the Trust's Memorandum & Articles are currently silent on our ability to hold meetings electronically. This resolution would clarify the point.
  - Resolution 4 is being proposed as the current quorum for an AGM is fifty. The proposal is to reduce this number to thirty.
  - Resolution 5 is being proposed to clarify that "The Council" refers to "Stratford-upon-Avon Town Council" and not any other.
  - Resolution 6 is being proposed to reflect the current ward boundaries of the civil parish in accordance with the The Stratford-on-Avon (Electoral Changes) Order 2014
5. Questions from the floor
6. Live Grant Making (see enclosed sheet)
7. Chair's closing remarks

## **ADDITIONAL INFORMATION FOR MEMBERS**

**Annual General Meeting Tuesday 15 September, 7.00pm**

### **Time**

The meeting starts at **7pm**. **Please bring your membership card with you.** This gives your membership number and helps us to register your attendance without any delay. If you have either lost or mislaid your card then bring your invitation letter with you. Guests are not allowed to attend as this is a private meeting. If you are asking someone other than the Chairman to attend as your proxy, they will need to bring suitable identification with them.

### **Covid-19 – Your Safety**

**We are opening registration earlier than normal to allow sufficient time for people to register and find their seats with plenty of time to spare before the meeting starts.**

**For surnames beginning with A to M, please arrive from 5.30pm.  
For surnames beginning with N to Z, please arrive from 6.00pm.**

**Please queue in accordance with the marked social distancing measures.**

**Toilet facilities will be available, but please be prepared to queue and follow instructions.**

**It would help us enormously to know whether you intend to join us so that we can make appropriate arrangements to ensure your safety.**

**Please complete the reply slip enclosed;**

**email [admin@stratfordtowntrust.co.uk](mailto:admin@stratfordtowntrust.co.uk);**

**or telephone 01789 207107. There is no need to submit apologies.**

### **Members with special needs**

The Play House is a fully accessible venue and there is a hearing loop available throughout the auditorium. If you would like further information concerning facilities at the venue, please contact the Town Trust on 01789 207111.

**Parking is available in the Rother Street Car Park (P4). For this evening only it is free of charge between 5.00pm and 10.00pm.**

### **Date and place of meeting if adjourned**

**Wednesday 29 September 2020 at 7pm** at The Play House, 14 Rother Street, Stratford-upon-Avon CV37 6LU.

### **Further Enquiries**

If you have a query about the AGM or the contents of the enclosed documents, or would like to receive further copies, please contact Lynn Wilson via email: [lynn.wilson@stratfordtowntrust.co.uk](mailto:lynn.wilson@stratfordtowntrust.co.uk) or by telephone on 01789 207107 or 207111.

**REPLY SLIP**

**I intend to attend the Stratford Town Trust 2020 AGM on 15 September 2020**

**Name: (please print) .....**

**Signed: .....**

**Membership Number ..... (this can be found at the top of your letter or email)**

**Please post this form to:**

**Stratford Town Trust  
14 Rother Street  
Stratford-upon-Avon  
CV37 6LU**

**Or email: [admin@stratfordtowntrust.co.uk](mailto:admin@stratfordtowntrust.co.uk)**

**Or telephone: 01789 207107**

**There is no need to submit apologies, thank you.**