

ANNUAL GENERAL MEETING 2022

This notice is posted to inform you about the approach that Suffolk Neighbourhood Watch Association is taking for this year's 2022 Annual General Meeting (AGM).

Despite efforts to try and set up an in person AGM for this year, we have been unable to do so as it has been challenging to establish an appropriate and available venue in the timeframe required.

We will therefore follow the 'Virtual AGM' process that operated successfully in the last two years to manage C19 limitations.

The current chair Mark Lillie would also like to make you aware of resignations from the Executive Committee that have been communicated to us. They are:

Mark Lillie - Chair and Events

Sue Strutt - Secretary

John Sparks - Fundraiser

Mark also adds "Given the above, we would like to ask our Suffolk Neighbourhood Watch Association (SNWA) members in receipt of this communication to pay particular attention and give consideration to the section on Nominations for Election of Officers.

New Officers will be vital to the successful continuation of SNWA in its current form, and we would welcome members to put themselves forward for nomination. All roles are open to nomination. For guidance, an overview of the Executive Committee roles can be found on our website at <https://suffolknwa.co.uk/executive-committee.html>"

The following method describes three key stages for the managed process.

This email is the **FIRST STAGE** of the process.

Minutes of previous AGM

Link - [Minutes of the 2021 Annual General Meeting.](#)

Coordinators can raise any issues regarding the accuracy of the 2021 minutes

via email - using

2022AGM@suffolknwa.co.uk

The aim of this exercise is to seek formal acceptance of the previous minutes as a true record.

Matters Arising

Any Matters Arising from those same minutes should also be sent via email as above.

Constitution

Members are also advised to consider the current Constitution, should they wish to propose for amendments to be made - link to our current **Constitution**

Nominations for Election of Officers

We are very keen to receive any nominations from members wishing to join the exec team, either to fill an existing role, or to take on a vacant role on the Executive Committee.

In accordance with our constitution, coordinators have 28 days to submit queries, issues, or nominations. Any such detail must be sent via email to the executive committee before the end of the 28 day period (23rd July 2022) at the following email address: 2022AGM@suffolknwa.co.uk

The **SECOND STAGE** of the process will be sent out via email on the **24th July 2022**. This email shall contain the 2022 Chairman's Report, the Treasurer's Report, and a link to an online response form.

The form will contain all issues or queries raised from the first stage of the process, together with all nominations for election of officers, plus an opportunity to add comments in response to the Chairman's and Treasurer's reports. This form should be completed by **31st July 2022**.

The **THIRD STAGE** and final process will be an email communication announcing the voting results of the AGM, including the election of Officers. This will be sent out by **5th August 2022**.