



Notice of Annual General Meeting 2020

Our Annual General Meeting (AGM) will be held at the Leatherhead Methodist Church, Church Road, Leatherhead, on Monday 5th October 2020 commencing at 7.30 pm. Because of Covid-19 precautions, there will be no refreshments beforehand but as registration may take longer than normal, can we please ask that attendees arrive at least 15 minutes before the start of the meeting.

Also because of the Covid-19 precautions, we are limited to a maximum of 40 attendees (including LRA officers). As we don't wish to turn anyone away on the night, we need to agree beforehand who is to attend. Accordingly if you would like to be present, please notify the Chairman by Wednesday 23rd September via email at chairman@leatherheadresidents.org.uk or, if you do not have email, by phone on 01372-377212. (If you have already confirmed your wish in response to the Chairman's invitation contained in her bulletin of 25th August, you do not need to notify her again) If, as seems likely, we receive more requests than we can accommodate, we will aggregate all attendance requests and then pick names out of a hat and confirm your attendance or otherwise shortly after Wednesday 23rd September. Can we please request that as attendance has to be so restricted, only one member per household applies to attend.

Attendees should also note that the Church has a number of Covid-19 rules that we must comply with, including:

- enter the building via the main tower porch door (on right side of building when facing from road)
- wear a mask and use the hand sanitiser provided
- register on entry, confirm contact details and confirm you have no Covid-19 symptoms
- sit where directed by stewards (sit from the front first)
- windows will be open for ventilation so bring warm clothes
- if necessary, use "disabled " W.C. only
- exit the building from the rear first via the "car park "door, (the door our meetings usually use)

The Agenda will follow the usual format as follows-

Apologies for absence

Approval of the minutes of the last AGM, held on 1st April 2019

Matters arising
Re-election of directors retiring by rotation
Chairman's report
Treasurer's Report & Accounts for 2019
Any other business.

Documents relevant to the AGM (the last AGM minutes, the Chairman's Report, The Treasurer's Report and a Proxy Form) can all be found on the Company's web-site or in hard copy at the Library in The Mansion House in Church Street, or in the library of the Letherhead Institute at the top of the High Street.

If you are unable to attend the AGM and would like to appoint a proxy to vote on your behalf, please note that the Form must be received at the registered office by Friday 2nd October. As whoever you might appoint to represent you may or may not have secured attendance, we suggest you appoint the Chairman to vote on your behalf in accordance with your stated wishes.

If you are unable to attend the meeting, but would like to ask a question, please send the question to the registered office (chairman@leatherheadresidents.org.uk or by post) by Friday 2nd October. It will be read out at the meeting and answered and a summary of the response will be sent to you and recorded in the minutes of the meeting.

Following the formal proceedings we are pleased to welcome as our guest speaker, Councillor Mary Huggins, Chair of Mole Valley District Council, who will recount to us some of her memories of being on the Council, from representing Capel, Leigh and Newdigate to becoming the Chair.

We regret that we will not be able to welcome as many of you as we would like to this important event in the LRA's calendar, but the Covid -19 restrictions mean that this is the closest we can offer to a normal AGM. Indeed even these arrangements could be in question if tighter restrictions are re-imposed, but we would notify you all asap were this to happen. Assuming that does not happen we look forward to seeing as many of you as possible on Monday 5th October.

Telephone: 01372 813013 Email: chairman@leatherheadresidents.org.uk

Registered Office: Fewston, St Nicholas Hill Leatherhead
A company limited by guarantee registered in England & Wales number 10248803