

# The Village Store & Café

## Notice of Annual General Meeting & Election of Management Committee

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The **Annual General Meeting** of the Cottingham and Middleton Community Shop Limited will be held on **Sunday 25<sup>th</sup> June at 3.00pm** at the Chapel Schoolroom, Corby Road, Cottingham. All shareholders are cordially invited to attend.

The agenda is as follows:

1. Welcome and introductions
2. Chairman's review of progress
3. Presentation of Annual Accounts
4. Members vote on dispensing with need for a full audit
5. Election of Management Committee
6. Any other business

In accordance with the rules of our constitution, every member of the management committee is required to stand down at the AGM and a new committee is appointed. We really would welcome some new faces onto the committee, so please give some serious thought as to whether you wish to stand for election. The committee must comprise of no less than 4 and not more than 12 persons. In the event that we receive more than 12 nominations there will be a ballot of members.

The roles of Chair, Vice-Chair and Treasurer are to be decided by the elected committee at their first meeting. In addition to these roles, people who have skills and experience in such things as human resources, retail management and book-keeping would be very useful; particularly when accompanied with a 'hands on' approach. The Secretary is appointed by the Committee and she or he may or may not be a member. A member of the management committee may be appointed Secretary.

You can pick up a nomination form from the shop.