

COLWALL GREENER AGM – 22nd NOVEMBER 2022 – doors open 6.30pm for a 7pm start

The Colwall Greener AGM will be held at 7pm on 22nd November 2022 in the ~~COG Packing Shed~~, followed by a debrief of the Eco Festival, to collect any lessons learned before we forget them, and a social evening. **Venue Change: . Main Hall Colwall Village Hall**

The AGM agenda is as follows:

1. Report of CG activity 2021/22 (Convenor)
2. Presentation of accounts (Treasurer)
3. Election of Co-ordinating Committee 2022/23 (Convenor)
4. Confirmation of membership fees (Membership Secretary) – an annual membership fee of £6.50 was proposed at the May 22 meeting, to commence wef November 2022.
5. Confirmation of bank signatories (Treasurer)
6. AOB (Convenor)
 - GDPR

As previously notified, I shall be standing down as Convenor. All the Co-ordinating Committee posts are open for re-election at the AGM and everyone is welcome to put themselves forward for a role.

Items for AOB, and any nominations for Committee posts should be forwarded to the Convenor via our contact email address no later than 5pm on 15th November 2022. It is not necessary to get someone to nominate you; volunteers can nominate themselves. The Convenor will notify all CG members of any nominations in advance of the AGM. If necessary, a vote will be taken at the AGM.

For info, the **Co-ordinating Committee posts and Terms of Reference** are as follows:

Convenor: Responsible for: ensuring CG remains true to its [mission and aims](#); helping CG to select, prioritise and take forward projects; convening meetings as required and facilitating discussions; acting as spokesperson and POC for external enquiries.

Secretary: Responsible for providing secretariat support to CG including: booking meeting rooms as required; sending out calling notices to CG members; taking and storing minutes of Co-ordination Committee meetings and notes of quarterly CG meetings.

Membership Secretary: Responsible for: custodianship of membership list and data iaw GDPR; collecting annual membership monies.

Treasurer: Responsible for the proper management of CG finances, including: signatory to bank account; keeping accurate records of CG income and expenditure; scrutinising and refunding expenses incurred by members on behalf of CG, on production of receipts.

I very much look forward to seeing you at the AGM – but hopefully before then at the Eco Festival on 12th November!

Kind regards

Sheila Wren