



NEF Community Hub
Company Number: SC585455
Scottish Charity Number: SC048315

NOTICE of ANNUAL GENERAL MEETING
28th February 5pm

Notice is hereby given that an Annual General Meeting of NEF Community Hub is to be held via zoom on 28th February at 5pm. Please request a link to attend by emailing admin@nefcommunityhub.org. Provision will be made at the Hub for individuals who require assistance with technology. This face-to-face option will be provided within current COVID restrictions; and is conditional upon advance registration by emailing admin@nefcommunityhub.org or phoning 07792 941783. We will accept proxy votes (please see below) for those that do not or cannot attend electronically, to consider the following business:

1. Welcome and Apologies
2. Chairperson's Report
3. Project Report.
4. Balance Sheet and Treasurer's Report
5. Resolution to amend the existing Articles of Association incorporated in 11th January 2018; amended 22nd January 2020. Proposed update on 28th February 2022 as follows:-

Article 12

Membership shall be open to the following categories, on the terms that they have in interest in the furtherance of the objectives, as stated in this document, agree to be governed by the bylaws of the organization, and have paid in full the necessary subscriptions fee:

- a) **Ordinary Membership is open to individuals who are aged 16 and over and meet one of the criteria below:**
 - Be a current resident of the Parish of St Andrews as defined within clause 1
 - Their main employment is within the Parish of St Andrews (providing details on the back of the membership form)
- b) Youth Membership shall be available to an individual under the age of 16 years. These members shall have the right to attend the members' meeting but have no vote.



- c) Associate Membership shall be available to all who wish to assist in the furtherance of the objectives but are not eligible for Ordinary Membership. Associate Members have no vote.
- d) Employees of the organization shall not be eligible for membership; a person who becomes an employee of the organization after admission to membership shall automatically cease to be a member.
- e) Corporate Ordinary Membership is open to any business, voluntary organisation or constituted group who fulfil the criteria within clause 12a. These members will have one vote per organisation.
- f) Corporate Associated Membership is open to any business, voluntary organisation or constituted group who fulfil the criteria within clause 12c. These members will have no vote

6. Appointment of Trustees, proposed as follows:

Maureen Jack – Proposed by Cath Carter, Seconded by Stewart Kerr.

Reappointment of:

Blair Smith – Proposed by Cath Carter, Seconded by Stewart Kerr.

Stewart Kerr – Proposed by Cath Carter, Seconded by Jane Kell.

7. Appointment of Auditor or Independent Examiner of the accounts

Henderson Black & Co (proposed)

8. Any other relevant business submitted in writing 7 days before the AGM.

An Ordinary Member of North East Fife Community Hub is entitled to appoint the Chair (Cath Carter) to act as their Proxy to exercise all and any of their rights to attend, speak and vote at the Annual General Meeting of North East Fife Community Hub. If an Ordinary Member wishes to appoint a Proxy, they should complete a Form of Proxy, a copy of which can be obtained by contacting chair@nefcommunityhub.org. The Form of Proxy, once completed and signed by the Ordinary Member, must be lodged with North East Fife Community Hub no later than 48 hours prior to the start of the meeting. This should be sent to St David's Centre, 23 Albany Centre, St Andrews, Fife, KY16 8BP.