



The 55<sup>th</sup> Annual General Meeting of the South Lancashire Centre of the Caravan and Motorhome Club will be held Electronically via Zoom on Sunday 3<sup>rd</sup> October 2021 at 14.00hrs.(Rev1)

**Dear Member,**

### **Introduction**

To assist with keeping all safe and in the light of the Covid19 Pandemic, your committee after much discussion has decided that this years Annual General Meeting (AGM) will be held in a similar manner to that of the last AGM (January 2021) The meeting will be a virtual meeting using the E- System Zoom and will be held on Sunday 3<sup>rd</sup> October 2021

***It should be noted that Mr Ian Leyland has decided to step down as our Treasurer at the next AGM*** due to work commitments and we thank him for the sterling work he has undertaken during his time as our Treasurer, therefore we are now looking for someone to take his place, ***unfortunately without a Treasurer appointed at the AGM the Centre will not be allowed to operate (Caravan and Motorhome Club rules)***. If you would like to take the position up or know someone who would, please contact the Secretary I am pleased to say he is still willing to stay as a Committee Member. All the other members of your present Committee are willing to stand and their names and contact details are all as identified in the 2020 Rally Booklet and also on the web site. However should there be a need for any voting, details of any nominations/voting will be sent electronically to the members of the centre who registered to join the meeting and are registered members of the centre at the date of the meeting.

### **Notice Calling the Meeting**

#### ***The Caravan and Motorhome Club South Lancashire Centre***

***Annual General Meeting of South Lancashire Centre of the Caravan and Motorhome Club***

***Will be held at 14.00hrs prompt on Sunday 3<sup>rd</sup> October 2021 via the E system Zoom***

***As required by rule 6(c) governing centres, nominations for Executive Office or Committee must be sent in writing to the Hon Secretary not later than 14 days prior to the meeting.***

***Only members and family members who have registered their South Lancashire Centre membership with the Caravan and Motorhome Club at least 35 days prior to the meeting will be allowed to speak or vote, although the Club Constitution does not forbid the admission of partners and other persons of registered members families.***

**Formal notices of motion, duly signed by the Proposer and Seconder must be received in writing by the Centre Secretary not later than 35days prior to the meeting.**

#### **Agenda**

- 1. Apologies for absence.**
- 2. Minutes of the previous Annual General Meeting (details will be sent out electronically to members registering to join the meeting not less than 7 days prior to the meeting taking place )**
- 3. Matters arising.**
- 4. Chairman's Report.**
- 5. Treasurers Report (details will be sent out electronically to members registering to join the meeting not less 7 days prior to the meeting taking place)**
- 6. Election of, (a) Chairman; (b) Vice Chairman; (c) Hon. Secretary; (d) Hon. Treasurer; (Committee11)**
- 7. Appointment of Auditors.**
- 8. Motions**
- 9. Any other business.**

**Susan Higson (Mrs)  
Secretary South Lancashire Centre**

#### **Instructions for Joining the Meeting Zoom**

If you wish to join the meeting on Zoom you must register your intention in writing to the Secretary not later than Friday 17<sup>th</sup> September 2021, to this end you must be a registered member of the Centre and provide your CMHC membership number with your application (your membership must also be valid at the date of the meeting).

Once you have registered your request to join the meeting and your membership details have been verified, you will be sent by the Secretary an Email (not later than 7days prior to the meeting) giving the details of the access code and password to enable you to join the meeting, together with the minutes of the previous meeting, copies of the Audited Accounts together with the Treasurers Financial Statement).

No member will be allowed to enter the meeting who has not previously registered their intention to do so. Should a member of the Centre wish to raise any questions at the meeting these must be sent in writing (Electronically by Email to the Secretaries Email address 14 days before the meeting), all questions sent will be acknowledged

The meeting will be managed generally in the same manner as at a normal meeting in accordance with the agenda included within this communication.

## **Centre Secretaries Final Comments**

With reference to the meeting the system will only allow up to a maximum of one hundred participants or terminals to log to the meeting and it would be great if that number of members were able to join the meeting.

However to make the situation fair for all members applications by Email should be sent to the Centre Secretary and will be treated on a first come first served basis, a short acknowledgement will confirm receipt of the application, all as detailed above.

Please bear with me and your Committee in respect of the organisation of this AGM via the E-system Zoom and we look forward to welcoming you at the AGM.

Finally the Email address of the Centre Secretary is [secretary@southlancscentre.com](mailto:secretary@southlancscentre.com)

**Susan Higson (Mrs)**  
**Secretary South Lancashire Centre** (Rev1)