

SWAFFHAM
TOWN COUNCIL

24 JUN 2019

RECEIVED

19th June 2019



Invitation to Annual General Meeting

We are delighted to invite you to attend our AGM. This has been another positive year for Community Action Norfolk as we continue to help build a stronger, fairer Norfolk.

2018/19 marked the launch of both Social Prescribing and Social Isolation programmes within CAN. These are part of countywide initiatives to help improve the wellbeing for people in our communities. For CAN they are exciting initiatives as our work in these areas crosses a number of our key strategic objectives:

- They are initiatives aimed at building productive relationships between the VCSE and Public Sector.
- Our approach has been to bring together a partnership of VCSE organisations to undertake the delivery.
- As initiatives they sit at the crux of supporting communities to do more whilst we also redefine the role of formal services with both opportunities and challenges stemming from this.
- They ultimately help build a stronger, fairer Norfolk, supporting over 700 people in less than a year of operation with 93% reporting an improvement in one or more areas of their wellbeing.

As always at the AGM we will provide highlights of this and other aspects of CAN's work throughout the year.

As part of the agenda we will be bringing forward a special resolution to update CAN's governing document. This will cover changes to ensure our governance processes enable us to make best use of digital tools and will also simplify our board appointment and membership processes. We will provide voting members with full details shortly.

The AGM will be held at Community Action Norfolk, Signpost House, Ambassador Way, Greens Road, Dereham, NR20 3TL on Wednesday 23rd July. Cakes and light refreshments will be served at 3.30pm with formal business at 4.00pm. A draft agenda is attached for your information.

Recruitment of Board Members

The Board of Trustees are always looking to recruit new board members to ensure their skills and knowledge are strengthened. For further details about the trustee role call 01362 698216.

To make a nomination please complete the enclosed Nomination Form. Your nomination must be signed by a Community Action Norfolk voting member as our trustees are directly elected by the voting members of the organisation. For further details about voting members call 01362 698216.

Community Action Norfolk
Ambassador Way Greens Road
Dereham, Norfolk NR20 3TL

I hope you will be able to attend our AGM and I look forward to working with you in what promises to be an exciting year ahead for Community Action Norfolk.

Confirmation of Attendance

Please could you return the enclosed Attendance Booking Form to indicate your attendance as soon as possible.

Yours sincerely



Jonathan Clemo
Chief Executive



ANNUAL GENERAL MEETING

TUESDAY 23 JULY 2019 at 4.00 PM

**CAN, Signpost House, Ambassador Way, Greens Road, Dereham
NR20 3TL**

A G E N D A

1. Welcome and Apologies
2. To approve the minutes of the Annual General Meeting held at Community Action Norfolk on Wednesday 11 July 2018
3. Matters Arising
4. Special Resolution to update CAN's Governing Document
5. Appointment of Officers:
 - a) President
 - b) Vice Presidents
 - c) Honorary Treasurer
6. Appointment of Auditors
7. Appointment of Trustees
8.
 - a) Chief Executive presentation
 - b) To receive the Annual Report and Financial Statement
9. Following the formal business of the AGM there will be a discussion session seeking feedback from members and key stakeholders on Community Action Norfolk's strategic objectives.

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Ambassador Way Greens Road
Dereham, Norfolk NR20 3TL