



**BEDFORD HARRIERS A.C.**  
Bedford International Athletic Stadium  
Barkers Lane, Bedford MK42 9SA  
[www.bedfordharriers.co.uk](http://www.bedfordharriers.co.uk)  
Email: [hello@bedfordharriers.co.uk](mailto:hello@bedfordharriers.co.uk)  
Telephone: 01234 307013

7<sup>th</sup> February 2019

Dear Member

### **BEDFORD HARRIERS ANNUAL GENERAL MEETING 2019**

This year's Annual General Meeting will be held on **Wednesday 27<sup>th</sup> March 2019** at the Bedford International Athletic Stadium at **8.30pm**.

The agenda will be as follows:-

- Chairman's Introduction.
- Apologies for Absence.
- Minutes of the last AGM.
- Chairman's Report.
  - Club governance update
  - Proxy voting
  - Club constitution
- Treasurer's Report.
- Membership Secretary's Report
- Team Management Report
- Coaching and Training Report
- Race Management Secretary Report
- Triathlon Sub-Committee Report
- Election of Officers and Committee.
- Annual Subscription.
- Volunteers Draw
- Any other Business

All resolutions proposed for consideration by the General Meeting shall be submitted in writing to the Club's Secretary at least two weeks before the date of the meeting; by 23:59 on Tuesday 12th March 2019. Any matters not requiring the attention of the AGM may be raised, without notice, at the informal discussion after the conclusion to the meeting (see below).

Nominations for the committee posts may be made on the form on the notice board at the stadium, from the floor of the meeting or in writing to the Club's Secretary.

PTO

Affiliated to ARC, UKA/EA, Bedfordshire AAA, BTF, SEAA and CTT

**PATRON**  
W.J. Jordan, Esq.

**CHAIR**  
Steve Crane

**VICE CHAIR**  
Zoë Willett

**HON. TREASURER**  
Richard Watson

**VICE PRESIDENTS**  
Richard Canvin  
Barry Whitmore  
Rob Burrells

**HON. SECRETARY**  
Zoë Willett



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We will attempt to adhere to the formal agenda at the meeting, so that we do not detain you longer than necessary. However, to enable you to air your views with the committee and fellow members there will be an informal discussion after the conclusion of the meeting, at which further matters not brought up at the AGM may be raised.

### **Voting by proxy (a vote cast by a person's representative)**

Companies Act 2006 Sec324

Following on from the Club's Special General Meeting held on 30th November 2016 the incorporation of the Club as a Company Limited by Guarantee was completed on 28th April 2018 and incorporation includes compliance with the Companies Act 2006.

One of the provisions of the 2006 Act is that companies provide for 'Proxy Voting'  
The Club's Constitution contains the condition that 'Votes may be given in person only'  
The Club has no option other than to include a provision for Proxy Voting in the Club's Constitution and to allow for it in future AGMs and EGMs.

Any member wishing to appoint a proxy must complete the following statement and return it to the Club's Honorary Secretary.

By mail addressed to;

Honorary Secretary  
BEDFORD HARRIERS A.C.  
Bedford International Athletic Stadium  
Barkers Lane  
Bedford MK42 9SA  
To be received no later than 23<sup>rd</sup> March 2019

By email addressed to;

[hello@bedfordharriers.co.uk](mailto:hello@bedfordharriers.co.uk)  
To be received no later than 23:59, 23<sup>rd</sup> March 2019

For those who wish to use the email method simply open the AGM invitation letter on Home page the Club's website and copy the text into an email editing where necessary and leaving the signature field blank.



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**Bedford Harriers AC  
Annual General Meeting 27<sup>th</sup> March 2019**

I, .....of.....,  
(Member's name, please print) (Member's address, please print)

a member of Bedford Harriers AC, hereby appoint,

.....of.....,  
(Name, please print) (Address, please print)

as my proxy to vote in my name and on my behalf at the annual general meeting of the Club to be held on 27<sup>th</sup> March 2019, and at any adjournment thereof.

Signed.....Membership number.....Date.....  
(Member's signature)

Zoë Willett  
Club Secretary