

NOTICE OF ANNUAL GENERAL MEETING

Members of the Trentham Neighbourhood Centre are invited to attend the Centre's **Annual General Meeting (AGM)**.

Date: Tuesday, 27 October 2026

Time: 7.00 pm

Venue: Trentham Neighbourhood Centre, 56 High St, Trentham.

Proposed Agenda

1. Welcome and apologies
2. Confirmation of the minutes of the previous Annual General Meeting
3. Business arising from the previous minutes
4. President's report
5. Treasurer's report and presentation of financial statements
6. Election and appointment of Committee members
7. General business
8. Close of meeting

Proxy Voting

A member who is unable to attend the meeting may **appoint another member as their proxy** to attend and vote on their behalf.

A proxy appointment must be made using the proxy appointment form approved by the Committee, which is provided with this notice.

The completed proxy form must be given to the Secretary **before or at the commencement of the meeting**.

Where a proxy form is sent by post or electronically, it must be **received by the TNC no later than 24 hours before the commencement of the meeting**. Proxy forms can be emailed to secretary@trenthamnc.org.au.

Committee Nomination

If you wish to nominate for a position on the committee, please complete the nomination form provided with this notice and email it to secretary@trenthamnc.org.au or drop it into the centre at 56 High St Trentham by no later than Friday 24 October 2026.

General Business

If you wish to raise an item of business for consideration at the AGM, please provide the details to the Secretary prior to the meeting.

We encourage all members to attend and participate in the Annual General Meeting.
We will be serving light refreshments after the AGM finishes.

**Trentham Neighbourhood Centre
Committee of Management**