



**NATIONAL LEARNING AND WORK INSTITUTE**

Registered Company No 2603322, Registered charity No 1002775

**ANNUAL GENERAL MEETING**

**THURSDAY 1<sup>ST</sup> NOVEMBER 2018**

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The Annual General Meeting, to be held on Thursday 1<sup>st</sup> November 2018 from 1.00pm – 2.30pm at the National Council of Voluntary Organisations, Society Building, 8 All Saints Street, London, N1 9RL

<https://www.ncvo.org.uk/contact-us>

*Refreshments will be served from 12.30pm*

**AGENDA**

1. **Remarks from the Chair:** Nick Stuart, President of Learning and Work Institute
2. **Apologies for absence:** to note
3. **Minutes of the last Annual General Meeting held on 1<sup>st</sup> November 2017:** to approve AGM/Nov18/1
4. **Matters arising:** to receive a report of actions taken since the last Annual General Meeting AGM/Nov18/2
5. **Audited Accounts for 2017-2018:** to receive the report of the Directors and the audited accounts for the year ending 31<sup>st</sup> March 2018 available to download at: AGM/Nov18/3  
(to download)  
  
[Trustees Report and Financial Statements Year Ending March 2018](#)
6. **Appointment of Auditors for 2018-2019:** to consider the re-appointment of haysmacintyre as Auditors for 2018-2019
7. **Commission on adult education** and centenary of 1919 Ministry of Reconstruction report: verbal update from John Holford, University of Nottingham
8. **Chief Executive's Report to the Annual General Meeting:** to receive a verbal update from the Chief Executive, including on our new Supporter Network AGM/Nov18/4

9. **Impact Report 2017-2018:** to receive the Learning and Work Impact Report 2017-2018 AGM/Nov18/5
10. **Proposed changes to the Rules and Articles of Association:** to approve changes to the Rules and Articles of Association. AGM/Nov18/6
11. **Renewal of Committee members:** to receive and approve the recommendations for re-election of the Chair, Chair of Audit, Chair of Wales Strategy Group, and Haf Merrifield. To approve the appointment of Ruth Spellman and ratify the appointment of Jeremy Moore.
12. **Calendar of Meetings 2018-2019:** to receive and approve the proposed meeting dates for 2018-2019 AGM/Nov18/7
13. **Any Other Business**

**The aim will be to complete formal business by 2.30pm.**

**If you would like a copy of this pack of papers in a larger print or in a different format, please contact Cally Sadler on 0116 204 4204 or email: [cally.sadler@learningandwork.org.uk](mailto:cally.sadler@learningandwork.org.uk) and we will do our best to help.**

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