

HAMPSTEAD - GARDEN - SUBURB - TRUST

862 Finchley Road Hampstead Garden Suburb London NW11 6AB
Telephone: 020 8455 1066 and 020 8458 8085 ~ email: mail@hgstrust.org ~ www.hgstrust.org ~ Twitter: @HGSTrust

12 August 2015

Dear Trust Member(s)

Annual Report and Accounts for the financial year 2014/2015

I enclose your copy of the Annual Report and Accounts for the Trust. These are offered to the members of the Trust company for consideration and discussion at the Annual General Meeting of the Trust on Wednesday 9 September 2015 in the Henrietta Barnett School Hall, Central Square NW11.

There will be a period for informal conversation over light refreshment at the beginning of the evening, and doors will open at 7.30pm for that purpose.

The business will commence at 8.00pm; details are set out in the formal Notice on the reverse of this letter.

Questions about the report and accounts will be invited in the course of the meeting. If there are matters which you would like to clarify in advance, particularly accounting queries, I would be happy to discuss these with you either by telephone or in person. If additional copies of the report are needed for members at your address please contact the Trust office.

This year Claire Calman is retiring after three years as an elected Trustee. Consequently there is a place available on the Trust Council for an elected Trustee. Arrangements for the nomination of candidates for election to the Trust Council are also set out in the Notice. If there is more than one nomination there will be a **postal ballot** in accordance with the Trust's Articles of Association. Ballot papers will be sent to full members of the Trust under separate cover on or shortly before the date of the AGM for return by post directly to the members' auditors, who act as the returning officer.

Candidates for election as a Trustee will be invited to briefly introduce themselves to their fellow members after the close of the formal agenda.

There will also be the opportunity to ask Trustees and senior staff more general questions about the work of the Trust.

You will be very welcome at this year's Annual General Meeting and I hope to see you there.

Best wishes

Yours sincerely



Nick Packard
Trust Manager and Company Secretary

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NOTICE OF MEETING

NOTICE is hereby given that the forty-seventh Annual General Meeting of the Company will be held at the Henrietta Barnett School Main Hall, Central Square, London NW11 on Wednesday 9 September 2015, at 8.00pm for the following purposes:

ORDINARY BUSINESS

- 1 to receive and consider the Report of the Council and the Accounts for the year to 5 April 2015.
- 2 to receive the report on the election of members of the Council.
- 3 to authorise the Council to appoint auditors and to fix their remuneration.

By order of the Council



Nicholas Packard
Secretary
August 2015

Registered office
862 Finchley Road
London NW11 6AB
Tel. 020 8455 1066

Notes:

1 A member entitled to attend and vote at the above meeting is entitled to appoint a proxy to attend and vote instead of him or her. No person shall be qualified to be appointed or to act as a proxy unless he or she is either a full member of the Company or a spouse of a full member or qualified to be a full member of the Company under the Articles. The instrument appointing a proxy must be lodged at the registered office of the Company, 862 Finchley Road, London, NW11 6AB, not less than 48 hours before the time of holding the meeting.

2 One place for an elected member of the Trust Council will be available by election.

2.1 Claire Calman retires by rotation and has decided to stand for re-election.

3 For the convenience of members there are set out below extracts from the Articles of Association regarding the appointment of elected members of the Council:

“Only members of the Company shall be eligible for election as elected members of the Council. A candidate for election as an elected member of the Council shall:

(a) have been nominated by the Council or by notice in writing given to the Secretary not earlier than the date of issue of notices of the Annual General Meeting of the Company in any year and not later than the 12th day prior to the date of such Annual General Meeting and signed by two members of the Company; and

(b) have given notice in writing to the Secretary during the period for nominations referred to in this Article of his or her willingness to be appointed.”

DOORS OPEN at 7.30 pm
Members are warmly invited to join the Trust Council members and staff from 7.30pm for refreshments and conversation before business commences at 8pm.