AGENDA FOR ANNUAL MEETING

 IF YOU HAVE TOO MANY NOMINATIONS FOR COMMITTEE – Please contact the WI Support Team or County House

**GENERALLY USED AGENDA FROM HERE**

1. WI ordinary business

2. Review of bye-laws (if any) -obsolete ones rescinded and/or, if required, new ones adopted

3. Any changes to your official decisions. Has notice has been given to change any of the following:

Venue

Date

Time

Number of Vice Presidents

Number on Committee

4. Appointment of independent financial examiner for coming year.

5. Presentation and adoption of Financial Statement –with the actual financial statement available, plus a short copy for members -Treasurer

6. The committee's/ trustees’ Annual Report - Secretary

7. President's address and adoption of Annual Report

8. Handover to WI Adviser

9. Committee members for next year announced – a list for members to see is good

10. Written nominations and secret ballot for President

11. Thanks –usually President

12. Refreshments and social time or an activity