

**South West Federation of Croquet Clubs
AGM Agenda**

Date	24.11.24	Time	10.00 – 12.30 Please join the meeting from 9.45
Venue	Zoom	A link to the meeting will be sent to all delegates beforehand	

Please be aware of the following constitutional requirements:

7. General Meetings

- At a General Meeting, one-third of the Delegates and The Committee entitled to vote shall form a quorum.
- Each Member Club may have two votes, cast by their authorised Delegates, who must be members of a Full-Member Club.
- If a Club has only one Delegate at a General Meeting, that Delegate may cast both votes for the Club.
- A Committee member may act as a Delegate for a club only if they are a member of it.
- Each Committee member shall have their own vote at a General Meeting in addition to any club Delegate votes they carry.
- No person may cast the votes of more than two clubs. No person may cast more than 4 votes.
- If votes are tied, the proposal will be declared as not having a majority and will not be carried.

Presentation of reports

Please note that all reports and proposals will be circulated prior to the meeting. It will be assumed that delegates have read these – only brief summaries will be presented – and questions will be invited.

Agenda

1. Welcome and introductions
2. Apologies
3. Zoom polling: rehearsal
4. Minutes of last meeting - *attached*
5. Matters arising
6. Chair's report – *to be circulated*
7. Treasurer's report - *to be circulated*
8. Appointment of Independent Examiner
9. League Secretary's report - *to be circulated*
10. Short Croquet Team Tournaments report - *to be circulated*
11. Regional Coaching Officer's report - *to be circulated*
12. Development Officer report - *to be circulated*
13. Handicapping report - *to be circulated*
14. Safeguarding report - *to be circulated*
15. Proposals – *details attached*
16. Election of Officers – *details attached*
17. Volunteer of the Year – nominations and winners
18. Date of next AGM
19. AOB

a. Please notify us in advance (by 17th November if possible) to ensure all delegates have time to consider these with their committees.