

NOTICE AND AGENDA OF THE ANNUAL GENERAL MEETING

The Annual General Meeting of the Community Transport Association

will be held at **11:30am** on **Wednesday 7 November 2018**

at **Manchester Business Centre**, 60 Charles Street, Manchester, M1 7DF

AGENDA

1. Welcome and Introduction from Susan Evans, Chair of trustees
2. Apologies for absence
3. Ordinary Resolution 1
To approve the minutes of the Annual General Meeting held on Wednesday 8 November 2017.
4. Trustees Report & Financial Statements for 2017/18:
 - a) Review of activities
 - b) Financial performance
5. Ordinary Resolution 2
To approve the Trustees Report and Financial Statements for 2017/18.
6. Ordinary Resolution 3
To reappoint Dains LLP as the auditors of the CTA until the completion of the 2019 Annual General Meeting, and to authorise the Trustee Board to fix their remuneration for the same period.
7. Special Resolution 1
That CTA should convert from its present structure of registered charitable company limited by guarantee, to become a Charitable Incorporated Organisation (CIO) as provided for under the Charities Act 2011 and the CIO Conversion Regulations 2017.
8. Special Resolution 2
That the draft Association CIO constitution, as notified to CTA's membership via CTA's website and produced to the Annual General Meeting, be adopted as the constitution for the Community Transport Association UK when it is converted into a CIO.
9. Announcement of result of trustee selection process and confirmation of the CTA's Board of Trustees from 7 November 2018.
10. Any Other Business