

The Meadows Day Care Centre
Farriers Gate
New Road
Chatteris
Cambs PE16 6QP

Tel: 01354 696 261
Fax: 01354 691 249
Email: info@meadowsdaycare.org
Web: www.meadowsdaycare.org



Notice of

ANNUAL GENERAL

MEETING

9th November 2023 at 4:00pm
To be held within the Centre Building.

Individuals wishing to stand as a candidate for election to the Management Committee must be a current Family or Affiliate Member of the Centre as described in the Centre's Constitution as revised May 2014.

Candidates for the Management Committee must complete and return a nomination form to the Centre Office by 12:00pm, Thursday 2nd November 2023 (marked for the attention of the Chairman) indicating their willingness to act as a member of the Committee if elected. Each member wishing to stand as a candidate for election to the Committee must be proposed and seconded by a current voting member of the Centre using the correct nomination form.

Nomination forms are available by emailing chair@meadowsdaycare.org.

Please provide the names of the Candidate, Proposer and Secunder to ensure checks can be made against Membership Lists.

*Please note: It is a condition of the Ofsted registration that **all** committee members form the 'Registered Person' and **must** be deemed suitable by Ofsted through their checks and a DBS application. **Any elections to the Committee are, therefore, provisional until such checks have been carried-out and Ofsted have declared the individual suitable.***

Extract from Constitution of May 2014:

Section 4(a): Three kinds of Membership

- i) Family Member - Parent or Guardian of a child currently attending a group run by the Centre.
- ii) Affiliate Member - An individual or organisation interested in supporting the aims of the Centre. Membership is agreed by and approved by Membership Committee.
- iii) Staff Membership - honorary non-voting member of the Centre.

Note: With the exception of the co-opted Centre Manager (subject to Charity Commission consent), staff members are excluded from becoming a member of the Committee under Clause 5)(iv) Executive Committee Members not to be personally interested.



NATIONAL
LOTTERY
CHARITIES

Registered Charity No. 1069714 | Ofsted Registration No. 221911