Notice of the Annual General Meeting 2018

Notice is hereby given that the Annual General Meeting of World Heritage UK CIO, starting at 5.15 p.m. on Monday 15th October, will be held at the Banqueting Suite, New Armouries at the Tower of London.

Agenda

Welcome by Tony Crouch, Chair of the Board

1. Apologies for absence
2. To approve the Minutes of AGM held on Monday 9th October 2017
3. Annual Report and Accounts
   - To approve the Trustees Annual report and the Accounts and the report of the Independent Examiner for 2017-18
4. To approve the report on Amendments to the Constitution.
5. Re-election of Trustees
   - Under the provisions of the Constitution 4 members of the Board of Trustees will retire and offer themselves for re-election. They are Max Bryant, Gillian Clarke, Lesley Garlick, and Ian Wray.
6. Chairman’s Report
7. Any other reports
8. Any other business

Explanatory Notes

1. Voting members are invited to take part in the voting on decisions to be made at the AGM.

The voting membership of World Heritage UK is comprised of organisations that play a “primary role” in managing a WHS, or those that are preparing a nomination for a Tentative List WHS, or any Local Authority that has the whole or part of a WHS within its administrative area. Each member will appoint a representative who will be able to vote at the AGM. Voting members’ membership dues must be in good standing in order to cast a vote

The nature of our Constitution is such that Associate and other members do not have a vote although their input on non-constitutional matters is welcomed.

The procedure at the AGM is as follows:-

(i) All attendees will be asked to sign in at the AGM.
(ii) Voting will take place at the AGM for items 2, 3, 4 and 5. Representatives of voting members will be given a voting card and voting will take place in open session for these items.

(iii) If you are not able to attend the meeting in person you may appoint a proxy to vote on your behalf at the meeting. You may appoint the Chairman (or another person of your choice) as your proxy by completing the Proxy Voting Form and delivering it as instructed on the form by the date and time specified. The form follows on from these notes.

2. Amendments to the Constitution are proposed which concern the length of term of office of Trustees, and similarly the length of the term of the Officers of the Board. The report is attached to this email.

3. The Trustees Annual Report, the Accounts and the Independent Examiners Report are those which are submitted to the Charity Commission. These reports are attached to this email.

4. Under the Organisation’s Constitution one third of Trustees must step down but are eligible for re-election for a further 3 year term. Four Trustees, chosen by lot, have agreed to step down on this occasion and offer themselves for re-election. They are Max Bryant, Gillian Clarke, Lesley Garlick and Ian Wray.

5. Any Other Business. Please inform the Chairman of any matters you may wish to raise before the meeting commences.
World Heritage UK

AGM 15th October 2018

Proxy Voting Form

Entitlement to Vote - The voting membership of World Heritage UK is comprised of organisations that play a “primary role” in managing a WHS, or those that are preparing a nomination for a Tentative List WHS, or any Local Authority that has the whole or part of a WHS within its administrative area. Each member will appoint a representative who will be able to vote at the AGM. Voting members’ membership dues must be in good standing in order to cast a vote

Proxy Vote:- You may instruct the Chairman to vote in the way you specify, or appoint a proxy to attend, speak, and vote on your behalf at the AGM. If you wish to give an instruction, please use the form below.

Name of Member ..................................................................................................................................................

Resolution:

<table>
<thead>
<tr>
<th>Resolution</th>
<th>For</th>
<th>Against</th>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Minutes of AGM 2017</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Annual Report and Accounts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Report – Amendments to Constitution</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Re-election of Trustees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(a) Max Bryant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b) Gillian Clarke</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(c) Lesley Garlick</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(d) Ian Wray</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please instruct your proxy to vote by inserting an X in the appropriate place

To be valid this form must be dated and signed and sent either by post to the Secretary, 87, Newbridge Hill, Bath BA1 3PT or by email with scanned signature to gillianmclarke@hotmail.com to arrive by 8th October 2018

Signed

Date

Name /address/ email