

**ANNUAL GENERAL MEETING**

**Date: Wednesday 19<sup>th</sup> September 2018**

**Time 1 pm**

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Notice is hereby given that the annual general meeting of the Anaphylaxis Campaign will be held at 1 pm on Wednesday 19<sup>th</sup> September 2018 at Priory House, 25 St. John's Lane, Clerkenwell, London EC1M 4LB

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**AGENDA**

1. Welcome, apologies and introduction.
2. Approval of the minutes of the AGM held on 12<sup>th</sup> June 2017
3. To receive the financial statements for the year ended 31<sup>st</sup> December 2017 including the Trustees' and independent auditors' reports. (Resolution 1)
4. Conversion to Charitable Incorporated Organisation:
  - a. Special resolution: to proceed to apply to the Charity Commission to convert the Anaphylaxis Campaign (incorporating the Latex Allergy Support Group) to a Charitable Incorporated Organisation (CIO) using the Foundation model constitution. (Resolution 2)
  - b. Special resolution: to adopt the draft Anaphylaxis Campaign CIO constitution (Resolution 3)
5. Election / Re-election of Trustees (Resolution 4):
  - a. Re-election of Robert Kovach and Sarah Lassman to the Board of Trustees
  - b. Election of Femke van der Veer and Alison Walker-Fraser to the Board of Trustees
6. To appoint auditors for 2018 for the Campaign. (Resolution 5)
7. To authorise the Trustees to agree the remuneration of the auditors.(Resolution 6)
8. Any other business.

By order of the Board of Trustees.

**Polly Dickinson**

Company Secretary

1 Alexandra Road

Farnborough, Hants GU14 6BU

31 July 2018