



INGATESTONE & FRYERNING COMMUNITY ASSOCIATION CIO

7 High Street, Ingatestone, Essex CM4 9ED

Tel: 01277 352064

Email: welcome@ifcc.org.uk

Website: www.ifcc.org.uk

Established 1862

January 2024

Dear Members

**NOTICE OF 2022/23 ANNUAL GENERAL MEETING to be held on
FRIDAY 16th FEBRUARY 2024 at 7.30pm**

Notice is hereby given that the 2022/23 Annual General Meeting of Ingatestone & Fryerning Community Association, Charitable Incorporated Organisation (IFCA CIO) (Charity No.1161482) will take place in the Community Centre Hall at **7.30pm** on **Friday 16th February 2024**.

The AGM will consider for adoption our annual report and accounts and provide further information on what the IFCA CIO has been doing over the course of the last year. Copies of the annual report and accounts will be made available in advance of the meeting. We will also be electing trustees and officers, to serve on your behalf.

The AGM is open to all members and usually lasts about an hour and there will be an opportunity for further informal discussion with trustees at the end of the meeting. If you haven't already done so, please renew your membership in time for the AGM and come along to have your say on shaping the future of the Community Centre.

In advance of the meeting, members are invited to propose;

- (a) nominations for the election of representatives of full members to serve as trustees, and
- (b) any other business to be included on the agenda for the AGM.

Any proposals should be addressed to the Honorary Secretary and submitted to the Community Centre Office by close on Friday 9th February 2024.

Yours sincerely

JA Galvin

John A Galvin MBE

Honorary Secretary