



Viking Academy Trust (Company No.09449979)

Notice of Annual General Meeting

The Annual General Meeting will take place at 6pm on Monday 28th January 2019
at Ramsgate Arts Primary School, 140 Newington Road, Ramsgate CT12 6PT

The following business will be transacted:

No	Agenda Item	Purpose	By Whom	Time
1. Procedural (part one)				
1.1	Welcome & Introductions	Receive	Chair	5 min
1.2	Apologies for absence	Receive	Trust Secretary	1 min
1.3	Confirmation of 2017-18 AGM minutes (January 2018)	Approve	Trust	1 min
1.4	Matters arising from the minutes	Discuss	Attendees	5 min
2. Business (part two)				
2.1	Chair's report to include adoption of the annual report and accounts to 31.8.18	Receive and discuss	Chair	10 min
2.2	Trust achievements 2017-2018 & priorities for the year ahead	Receive	Executive Head	10 min
2.3	Any proposed changes to the articles of association	Receive	Chair	1 min
2.4	Appointment/retirement of members	Receive	Members	5 min
2.5	Resignation/retirement/election of Trustees	Receive and discuss	Members	5 min
2.6	Questions from those in attendance - invited in advance for return to the Trust Secretary by email by 14 January 2019	Discuss	Attendees	10 min
2.8	Date of 2020 AGM			
2.9	Any other urgent business	Receive	Attendees	5 min
	Closing remarks	Receive	Chair	1 min

Members to note the accompanying document and the form of proxy to be returned to Cheryl Southern, Trust Secretary, Viking Academy Trust, Chilton Lane, Ramsgate, Kent, CT11 0LQ by 10am on Wednesday 23rd January 2019.

Cheryl.southern@vikingacademytrust.com