



Viking Academy Trust (Company No.09449979)

Notice of Annual General Meeting



6pm, Monday 27 January 2020 at Upton Junior School, Edge End Road, Broadstairs, CT10 2AH

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	2 min
1.3	Confirmation of 2018-19 AGM minutes (January 2019)	Approve	Trust	2 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 31.8.19	Receive and discuss	Chair	10 min
2.2	Appointment/reappointment of Auditors	Approve	Trust	5 min
2.3	Trust achievements 2018-2019 & priorities for the year ahead	Receive	Executive Head	10 min
2.4	Any proposed changes to the articles of association	Receive	Chair	5 min
2.5	Appointment/retirement of members	Receive	Members	5 min
2.6	Resignation/retirement/election of Trustees	Receive and discuss	Members	5 min
2.7	Questions from those in attendance - invited in advance for return to the Trust Secretary by email by 13 January 2020	Discuss	Attendees	10 min
2.8	Date of 2021 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 22 January 2020.

Cheryl.southern@vikingacademytrust.com