

# Guernsey Disability Alliance

Equality • Dignity • Inclusion

## NOTICE OF ANNUAL GENERAL MEETING

### Guernsey Disability Alliance LBG

(Incorporated in Guernsey with registered number: 55102 and registered charity number CH41)

NOTICE IS HEREBY GIVEN that the Annual General Meeting ("AGM") of the Guernsey Disability Alliance LBG (the "Company") will be held at the **Harry Bound Room, Les Cotils St Peter Port, Guernsey GY1 1UU on Tuesday 24<sup>th</sup> November 2020 at 19:00 (7:00pm).**

Given the continued impact of Covid-19, we may have to amend the format of the AGM, considering any further measures imposed by the States of Guernsey and will update members of any changes.

Members who are shielding or who are in an isolation period for any reason, are asked not to attend the AGM and instead appoint the chairman of the AGM as their proxy. Please see the separate proxy sheet and phone either Karen (tel:07781 467316) or Carol (tel: 07839 189995) or email: [Info@disabilityalliance.org.gg](mailto:Info@disabilityalliance.org.gg) if you need any help.

Video conferencing facilities will be provided to allow members to listen to proceedings at the AGM (details of how to join will follow). If you have any questions you wish to raise at the AGM please email [Info@disabilityalliance.org.gg](mailto:Info@disabilityalliance.org.gg) by 10am on the morning of Tuesday 24<sup>th</sup> November. This is to ensure that all members have the opportunity to participate in the AGM while mitigating any potential health risks.

All members will be contacted with further details of how to participate in the meeting and questions can be forwarded to the Carol or Karen by emailing: [Info@disabilityalliance.org.gg](mailto:Info@disabilityalliance.org.gg) ahead of the meeting.

All members attending will be asked to consider the transaction of the following ordinary business and, if thought fit, to pass the following resolutions which will be proposed as ordinary resolutions and item 7 below to pass as a special resolution:

## AGENDA

1. Chair and quorum - Chair – Chris Le Page
2. Apologies for absence - Chair
3. Minutes from the previous meetings relevant minutes **(to follow)** - Chair
4. Matters arising - Chair
5. General update on charity – annual report - presentation - Board members
6. Matters requiring ordinary resolutions (requires simple majority):

<b>ORDINARY RESOLUTIONS</b>	<b>Related Document</b>	<b>Presented by:</b>
i. THAT Chris Le Page be re-elected as a Chair of the Company Proposed by Carol Le Page Seconded by Karen Blanchford		Karen Blanchford
ii. THAT Carol Le Page be elected as a director of the Company Proposed by Chris Le Page Seconded by Karen Blanchford		Chair
iii. THAT the annual accounts for the year ended 31 December 2019, together with the Directors' report on those accounts, be received	Accounts <b>(to follow)</b>	Chair

7. Matters requiring special resolutions (requires a majority of not less than 75%):

<b>SPECIAL RESOLUTIONS</b>	<b>Related Document</b>	<b>Presented by:</b>
iv. THAT the Memorandum of Incorporation of the Guernsey Disability Alliance be amended so that the Company's objects cover the whole of the Bailiwick of Guernsey	Memorandum of Incorporation with proposed changes <b>(attached)</b>	Chair

8. Any Other Business
9. After the formal business meeting there will be a 20 minute presentation by the new President of Employment and Social Security, Deputy Peter Roffey, who has kindly agreed to talk to us about the new States term, followed by an opportunity to ask questions.

The Board of directors of the Company is of the opinion that the above resolutions are in the best interests of the Company and its members as a whole and unanimously recommends that members vote in favour of the resolutions to be proposed at the AGM.

The Board of the GDA,

2<sup>nd</sup> November 2020

Registered office: First Floor (East), Island House, La Grande Rue, St Martins, Guernsey, GY4 6RU

**Notes:**

1. A member is entitled to attend, speak and vote at the AGM convened by the above Notice is entitled to appoint one or more proxies to attend, speak and vote at the meeting in his place. A proxy need not be a member of the Company.
2. To appoint a proxy you may use the Form of Proxy, which is enclosed with this Notice of AGM. To be valid, the Form of Proxy, together with the power of attorney or other authority (if any) under which it is signed or a notarial certified or office copy of the same, must be returned by email to [Info@disabilityalliance.org.gg](mailto:Info@disabilityalliance.org.gg) or in hard copy form by post, by courier or by hand to Guernsey Disability Alliance, First Floor (East), Island House, La Grande Rue, St Martins, Guernsey, GY4 6RU.
3. Forms of Proxy should be received as soon as possible but, in any event, so as to arrive no later than 19:00 on Sunday 22 November 2020 (or, if the meeting is adjourned, not less than 48 hours before the time appointed for holding the Meeting).
4. If any restrictions on gatherings are in place in November, members are asked not to attempt to attend the AGM and instead appoint the chairman of the AGM as their proxy. We will let you know if this happens as soon as we can.
5. To allow effective constitution of the AGM, if it is apparent to the chairman that no members will be present in person or by proxy, other than by proxy in the chairman's favour, the chairman may appoint a substitute to act as proxy in his stead for any member, provided that such substitute proxy shall vote on the same basis as the chairman.
6. To have the right to vote at the meeting you must be a member of the GDA.
7. The time by which a person must be entered on the register of members in order to have the right to vote at the meeting is close of business on Friday 20<sup>th</sup> November 2020. If the meeting is adjourned, the time by which a person must be entered on the register of members in order to have the right to vote at the adjourned meeting is close of business two days before the date fixed for the adjourned meeting. Changes to entries on the register of members after such times shall be disregarded in determining the rights of any person to attend remotely or vote via Form of Proxy.

# Guernsey Disability Alliance

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## Guernsey Disability Alliance LBG (the “Company”)

(Incorporated in Guernsey with registered number: 55102 and registered charity number CH41 )

FORM OF PROXY For use at the Annual General Meeting to be held on Tuesday 24<sup>th</sup> November 2020 at 19:00

I

.....  
..... (in Block Capitals) of

.....  
..... being a member of the Company HEREBY APPOINT the Chairman of the meeting (see note (i) below) or failing him

..... as my proxy to vote for me and on my behalf at the Annual General Meeting of the Company (the “AGM”) to be held on 24<sup>th</sup> November 2020, and at any adjournment thereof and in respect of the Resolutions set out in the Notice of the AGM to vote as indicated below.

	FOR	AGAINST	ABSTAIN
<b>ORDINARY RESOLUTIONS</b>			
i. THAT Chris Le Page be re-elected as a Chair of the Company Proposed by Carol Le Page Seconded by Karen Blanchford			
ii. THAT Carol Le Page be elected as a director of the Company Proposed by Chris Le Page Seconded by Karen Blanchford			
iii. THAT the annual accounts for the year ended 31 December 2019, together with			

	FOR	AGAINST	ABSTAIN
the Directors' report on those accounts, be received			
<b>SPECIAL RESOLUTIONS</b>			
iv. THAT the Memorandum of Incorporation of the Guernsey Disability Alliance be amended so that the Company's objects cover the whole of the Bailiwick of Guernsey.			

Given the continued impact of the Covid-19 outbreak, your board has arranged to have the AGM accessible remotely via a video conferencing application (joining details to follow). This is to ensure that all members can participate in the meeting while mitigating any potential health risks.

To assist with arrangements, if you intend to attend the meeting via video conferencing please provide your email address at which you would like the joining instructions sent.

My email address

is:.....

Signed .....

Dated this .....day of ..... 2020

**Notes:**

- i. A member entitled to attend, speak and vote is entitled to appoint one or more proxies to exercise all or any of his/her/its rights to attend, speak and vote at the AGM. A proxy need not be a member of the Company. If you wish to appoint a person other than the Chairman of the AGM, please insert the name of your chosen proxy holder in the space provided on the Form of Proxy.
- ii. In order to be valid, a Form of Proxy must be returned by email to [Info@disabilityalliance.org.gg](mailto:Info@disabilityalliance.org.gg) or in hard copy form by post, by courier or by hand to Guernsey Disability Alliance, First Floor (East), Island House, La Grande Rue, St Martins, Guernsey, GY4 6RU. In each case, the Form of Proxy must be received by the Company before 19.00 on Sunday 22nd November 2020.

- iii. Completion and return of the Form of Proxy will not preclude a member from subsequently attending, speaking and voting remotely at the AGM should they wish.
- iv. By attending the AGM remotely a member expressly agrees they are requesting and willing to receive any communications made at the AGM.
- v. To allow effective constitution of the AGM, if it is apparent to the chairman that no members will be present in person or by proxy, other than by proxy in the chairman's favour, the chairman may appoint a substitute to act as proxy in his stead for any member, provided that such substitute proxy shall vote on the same basis as the chairman.
- vi. If you submit more than one valid Form of Proxy, the Form of Proxy received last before the latest time for the receipt of proxies will take precedence. If the Company is unable to determine which Form of Proxy was last validly received, none of them shall be treated as valid in respect of the same.
- vii. To have the right to attend, speak and vote remotely at the AGM (and also for the purpose of how many votes a member casts), a member must first have his or her name entered in the register of members by no later than close of business on Friday 20<sup>th</sup> November 2020. Changes to entries on the register of members after that time shall be disregarded in determining the right of any member to attend, speak and vote remotely at the AGM.
- viii. A quorum consisting of two members being entitled to vote and attending in person or by proxy is required for the AGM. If within half an hour after the time appointed for the meeting a quorum is not present the AGM shall be adjourned for 14 (fourteen) days at the same time and place or to such other time and place as may be fixed by the Chairman of the meeting, and if at such adjourned meeting a quorum is not present within half an hour from the time appointed for the holding of the meeting, those members present in person or by proxy shall constitute the quorum at any such adjourned meeting.
- ix. The Resolutions to be proposed at the AGM proposed as Ordinary Resolutions must receive the support of a majority of the total number of votes cast in respect of each resolution respectively.
- x. The Resolutions to be proposed at the AGM proposed as Special Resolutions must receive the support of 75% or more the total number of votes cast in respect of each resolution respectively

Upon completion, please return this Form of Proxy to the following address, so as to arrive no later than 19.00 on Sunday 22nd November 2020:-

Guernsey Disability Alliance,  
First Floor (East),  
Island House,  
La Grande Rue,  
St Martins,  
Guernsey, GY4 6RU