To: All registered members[[1]](#footnote-1) of the CWO

**NOTICE OF ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF THE**

**CWO NATIONAL CONVENTION**

**WILL BE HELD**

**on Saturday 4th March 2023**

**at Dammika’s, 3 Lower Grosvenor Place, Westminster, London SW1W 0EJ**

**NOTICE OF ELECTION**

Nominations are invited for the following Officer positions:

* Hon President
* National Chairman
* National Deputy Chairmen (x3)
* Hon Treasurer
* Hon Secretary

Each Officer will be elected annually for a maximum period of 3 years.

Please note that ONLY those CWO members who are members of the CWO National Convention[[2]](#footnote-2), and registered[[3]](#footnote-3) ,as       are eligible to stand for an officer positions[[4]](#footnote-4) and able to vote.

Members wishing to stand for any of the Officer roles must complete the “Nomination Form” (attached) and return the same to the Returning officer, Hannah David on email [hannah@greenpenconsulting.co.uk](mailto:hannah@greenpenconsulting.co.uk) by noon of Friday 17th Feb 2023.

**AGENDA[[5]](#footnote-5)**

1. Welcome
2. Apologies
3. Minutes of AGM held on 5th March 2022
4. Matters arising from the Minutes
5. Chairman’s report
6. Deputy Chairman’s report
7. Treasurer’s report
8. Regional Chairman report (Read only)
9. Election of Officers
10. Amendments to the Constitution[[6]](#footnote-6)
11. Any Other Business

Any member who would like to raise any other business must notify the Returning Officer at least **21 clear days** before the meeting. Any other business will be heard at the discretion of the Chairman.

Hannah David

(Returning Officer)

Email: hannah@greenpenconsulting.co.uk

Telephone no: 07870 593644

1. On Hubspot [↑](#footnote-ref-1)
2. The Electoral College is as described within the Constitution dated 13th March 2021 and comprises the National Executive (Clause 7); Regional Committees (Cluse 9) National Officers of the CWO (Clause 6.2) and all National Hon. Vice Presidents of the CWO [↑](#footnote-ref-2)
3. On Hubspot [↑](#footnote-ref-3)
4. Provided other eligibility criteria are also satisfies as set out on the Nomination Form [↑](#footnote-ref-4)
5. Subject to change [↑](#footnote-ref-5)
6. Details to be circulated prior to the meeting [↑](#footnote-ref-6)