

# The Sweyne Park School

Company No 8401607

## Notice of Annual General Meeting

To be held at Sweyne Park School

on

Thursday 30<sup>th</sup> March 2017 at 3.00pm – Meeting Room

### AGENDA

1. Introduction
2. Declaration of Interest
3. Apologies
4. Minutes of the meeting held on 26<sup>th</sup> March 2016
5. Matters arising
6. Reports and accounts for the period ending 31<sup>st</sup> August 2016
7. Appointment/retirement of Directors
  - Renewal of term end dates for Directors
  - Renewal of term end dates for Governors
8. Appointment of Auditors
9. Any business which the Governors have asked the Members to consider
10. Any other business

Please address any enquiries or notify apologies or attendance to Simon Smith, Company Secretary

The Sweyne Park School, Sir Walter Raleigh Drive, Rayleigh, Essex, SS6 9BZ. 01268 784721 Admin@sweynepark.com