



**FRIENDS OF CLEWER GREEN**  
**Annual General Meeting Agenda**

1. Summary of Report of Trustees – Chair(s)
2. Overview of accounts for the financial year up to AGM - Treasurer
  - a) Approve and appoint independent examiner of accounts (HMRC Requirement)
  - b) Set deadline for accounts to be finalised, examined and submitted to HMRC
3. Election of members (if required) – Chair(s)
4. Any Other Business - All
  - a) Approve major policy changes (if required)
5. Thanks and Close – Chair(s)