

ANNUAL GENERAL MEETING OF THE READING ROOM, HELMDON

**To be held in the Reading Room on
Tuesday, 5th June 2007 at 8.00 p.m.**

The Annual General Meeting of the Helmdon Reading room will take place on the above date. All are welcome.

If you want to add anything to the Agenda or have any queries, please call either Bill England (Chairman) on 01295 760744 or myself, Caroline King (Secretary) on 01295 768695.

The AGM will be followed by a short meeting (of the General Management Committee only) for the election of officers.

AGENDA

1. Chairman's welcome
2. Apologies for absence
3. Minutes of the AGM held on 16th May, 2006
4. Matters arising from the Minutes
5. Chairman's annual report
6. Treasurer's annual report
7. Correspondence
8. Building and electrical report/refurbishment
 - I Surveyor's report
 - II New ceiling
 - III Risk assessment report
9. Letting fees
10. Insurance
11. Auditor
12. Any other business

The AGM to be followed by a meeting of the General Management Committee for the election of officers.

Refreshments will be served after the two meetings.