



## Annual General Meeting 2023 Report and Accounts for the year ended 30 June 2022

### Notice is hereby given

that the **Annual General Meeting of Woodland Heritage Limited** will be held at Cowdray Park at 1pm on 16 September 2023, for the following purposes:

### Resolutions

- 1 To receive and adopt the financial statements of the company for the year ending 30 June 2022 and the reports of the Trustees and the Independent Auditors thereon.
- 2 To re-elect three Trustees/Board members who are retiring by rotation and who are eligible and willing to act: Thomas Edward Christian, James Walmsley and Tabitha Swafford Binding
- 3 To elect Alex Mowat, Jemima Letts and Elizabeth Binks as Trustees/Board members. They were co-opted by the Board during the year, and are eligible and willing to act and are recommended by the Trustees.
- 4 To re-appoint A&N Chartered Accountants and Registered Auditors of Haslemere, as Auditors and to authorise the Trustees to set their remuneration.

### By order of the Board

**Simon Burvill, Chair of Trustees, (3rd August 2023).**

Woodland Heritage is a registered charity number 1041611, and a charitable company limited by guarantee number 02938997.

Registered in England and Wales. Registered Office: Aruna House, 2 Kings Road, Haslemere, Surrey, GU27 2QA. Charity Address: Woodland Heritage, Whitney Sawmills, Old Station Yard, Hereford, HR3 6EZ. Telephone: 07871 198 798.

*The final accounts were formally approved by the Trustees on 23 March 2023 for ratification by members at the AGM. Copies will be available at the AGM, or may be downloaded from [www.woodlandheritage.org](http://www.woodlandheritage.org), or a copy may be obtained by telephoning 07871 198 798, or by writing to Woodland Heritage, Whitney Sawmills, Old Station Yard, Hereford, HR3 6EZ.*

## Agenda of the Annual General Meeting of Woodland Heritage Limited

### To read the Notice convening the Meeting

1. Apologies
2. To adopt the Minutes of last year's AGM
3. To vote on resolutions:
  - a. To adopt the financial statements for the year ending 30 June 2022
  - b. To re-elect three Trustees/Board members retiring by rotation: Thomas Edward Christian, James Walmsley and Tabitha Swafford Binding
  - c. To elect Alex Mowat, Jemima Letts and Elizabeth Binks as Trustees/Board members. They were co-opted by the Board during the year, are eligible and willing to act
  - d. To re-appoint A&N Chartered Accountants and Registered Auditors of Haslemere, as Auditors and to authorise the Trustees to set their remuneration
4. Any other relevant business (the charity must be notified of the content in writing to Woodland Heritage, Whitney Sawmills, Old Station Yard, Hereford, HR3 6EZ, by 1 September 2023)

All members have the right to appoint a proxy under section 324 of the Companies Act 2006 and article 22 of the charity's Articles for which a proxy voting form appears overleaf. If the meeting fails to be quorate by the necessary time, it will be reconvened at 2pm on Friday, 22 September 2023 and will be held via google virtual meeting. All proxy votes will be carried forward to that meeting for which no quorum will be required.



For completion by members NOT ATTENDING the AGM in person,  
or those wishing to appoint a representative to vote in their absence.

Proxy voting form

I/We .....

Address .....

.....

being member(s) of the above company, hereby appoint: .....

Address .....

or failing him/her the Chair of the meeting as my/our Proxy to vote on my/our behalf at the Annual General Meeting of the Company to be held on 16 September 2023 and at any adjournment thereof.

Signed .....

Date .....

**Resolutions**

1. To adopt the Annual Report and Accounts for the year ending 30 June 2022

For                      Against                      Abstain

2. To re-elect Trustees/Board members:

Thomas Christian	For	Against	Abstain
James Walmsley	For	Against	Abstain
Tabitha Swafford Binding	For	Against	Abstain

3. To elect Alex Mowat, Jemima Letts, Elizabeth Binks and Dan Stover as a Trustees/Board members. They were co-opted by the Board during the year, and are eligible and willing to act

Alex Mowat	For	Against	Abstain
Jemima Letts	For	Against	Abstain
Elizabeth Binks	For	Against	Abstain

4. To re-appoint A & N Chartered Accountants and Registered Auditors as Auditors to the Company and to authorise the Trustees to set their remuneration

For                      Against                      Abstain

Please return this Proxy Voting Form to the address below before 1 September 2023:  
Woodland Heritage, Whitney Sawmills, Old Station Yard, Hereford, HR3 6EZ  
Or by e-mail to: [office@woodlandheritage.org](mailto:office@woodlandheritage.org)